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Key to Course

in

Isaac Pitman Shorthand

An Exposition of the Author's System of Phonography, designed for use in Business Colleges, High Schools, and for Self Instruction

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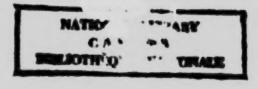


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TORONTO, CANADA
THE COMMERCIAL TEXT BOOK COMPANY

NEW YORK
ISAAC PITMAN & SONS. THE PHONOGRAPHIC DEPOT
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THE DEVICE AND THE FACSIMILE SIGNATURE WHICH APPEAR ON THE COVER ARE THE SUBJECT OF PROTECTION UNDER THE TRADE MARK LAWS OF THE BRITISH EMPIRE AND THE UNITED STATES OF AMERICA

KEY TO EXERCISES.

Exercise 2.

1. p p, p b, p t, p d, p ch, p j, p k, p g, b b, b p.

2. b t, b d, b ch, b j, b k, b g, t t, t d, t p, t b, t ch.

3. t j, t k, t g, d d, d p, d b, d t, d ch, d k, d g.

4. ch p, ch b, ch k, ch d, j d, k ch, k d, k p, k t, g p.

5. k k, g k, j k, k b, k j, k g, g g.

Exercise 3.

1. Pay, paid, page, ape, bay, babe, bait, bake, ate.

2. Tape, take, aid, day, dado, date, Jake, age, ache.

3. Kay, cake, cape, cage, gay, gape, gate.

4. Poach, bow, boat, oat, Joe, tce, toad, ode, doe, dote, choke.

Exercise 4.

- 1. Jake, tow the boat to the oak; but, oh, Jake, take the goat to the oak, too.
- 2. He paid Job to-day to take all the cocoa to the boat.

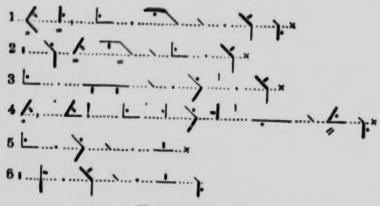
3. Take the babe a cake.

4. Aid Joe to take the ape to the cage on the boat.

5 Take a page of the ode to Job Cope.

6. Joe paid Jake to aid the page to choke the ape on the boat to-day.

Exercise 5.



Exercise 7.

- 1. f f, f v, v v, th f, s s, z v, sh p, p sh, sh d, sh k.
- 2. sh f, sh v, f sh, v sh, sh th, d sh, t sh, t f, f d.
- 3. f ch, f j, v t, v p, p f, b v, t th, t th, t s, d z.
- 4. js. jsh, sk, ksh, gsh, zg, sd, sp, bsh, shb, fb.

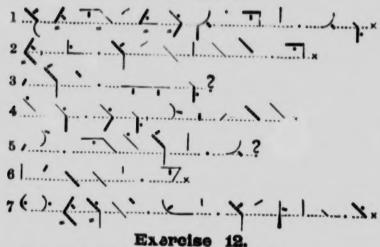
Exercise 8.

- 1. Pa, ba, tah, fa, paw, pawed, talk, awed, chalk, auk.
- 2. Jaw, thaw, saw, Shaw, bought, fade, faith, folk, vote, so.
- 3. Show, showed, shape, shake, shave, both, owes, foe, ace, say.

Exercise 9.

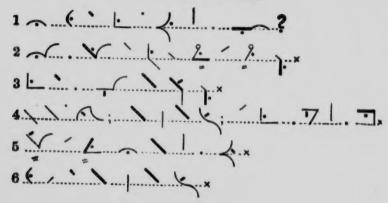
- 1. All should be at the show to-day.
- 2. Job and Jake say they take a coach to the show.
- 3. Joe should be up to put up the coach.
- 4. He ought to be out by eight.
- 5. Who should take the goat to-day?
- 6. It should be Joe.
- 7. Both Job Page and Jake Cope talk of the shape of the gate they saw at the show to-day.
- 8. Show pa the goat they bought to-day.
- 9. The goat pawed at the gate, so the page put it out.
- 10. Pa ought to buy a boat.

Exercise 10.



- 1. Mow, mole, mail, name, low, lore, lair, lake.
- 2. Loaf, ale, oar, air, ray, rate, raid, rake, rage.
- 3. Woe, way, weighed, pour, bear, door, dare, gore, rogue, maim.
- 4. Make, came, garre, comb, foam, fame, pail, pair.
- 5. Shore, share, gale, coal, tame, lathe, loathe, yoke, hope, nave.
- 6. Mope, tale, dole, lam oam, locate, dome, four, range, laid.

Exercise 13.



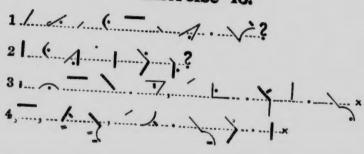
Exercise 14.

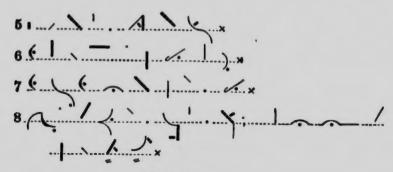
- 1. Pooh, boo, tea, Dee, each, Jew, eat, key, e'en, coo.
- 2. Fee, thee, ease, ooze, she, shoe, knee, lee, lieu, re,
- 3. Peal, deal, keel, meal, ear, fear, deer, shear, jeer, veer.
- 4. Eke, meek, peak, beak, teak, cheek, leak, reek, woo.
- 5. Deep, cheap, leap, rupee, loop, hoop, coop, room,
- 6. Boom, doom, loom, boot, root, jute, food, feed, lead.
- 7. Beam, team, deem, ream, tour, poor, lure, sheaf,

Exercise 15.

- 1. They had each to take a different way to the beach to see the large boom.
- 2. Do they hope to shear all the sheep to-day, and can they do so?
- 3. They should all go and give aid to poor Paul.
- 4. Which of the four can come to the lake, and aid to bale out the boat?
- 5. They hope to take out all the meal by the fourth of May.
- 6. They ought all to be happy to go by so large a boat.
- 7. Luke saw the large load of hay which Job bought at the show to-day.
- 8. Who saw the rude thief take the peach?
- 9. He ought to be put out of the way.

Exercise 16.

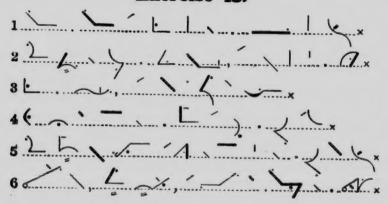


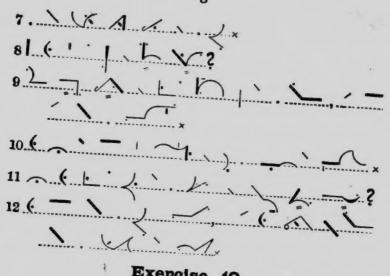


Exercise 17.

- 1. Pack, back, tack, attack, attach, atom, dab, tap, cap.
- 2. Catch, cash, car, carry, map, match, mar, marry, chap.
- 3. Lap, latch, lamb, lack, lad, lash, hatch, hash, hang.
- 4. Pod, policy, rock, rob, rod, wrong, long, pop, top.
- 5. Dot, dock, dodge, dollar, odd, oddly, oddity, chop, shock, mock.
- Deck, decay, decade, check, neck, wreck, fed, meadow.
- 7. Touch, Dutch, cup, cub, tub, hub, hurry, hush, rush.
- 8. Hung, tongue, lung, lunch, bunch, money, funny, honey.
- 9. Pitch, pity, dip, lip, ring, wing, hinge, rim, mill.
- 10. Ridge, middy, nip, inch, ink, nook, book, push.

Exercise 18.



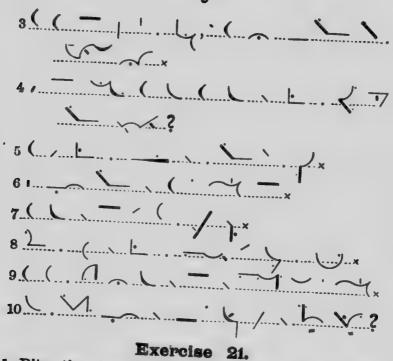


Exercise 19.

- 1. Luke Reed ought to be off by eight.
- 2. He should catch the coach at the village and be on the
- 3. He may think it odd if they leave a party on the shore.
- 4. Half the party may be too lazy to get up so early
- 5. They ought all to be thanked ere they go away.
- 6. Ask Tom Roley to go and thank them.
- 7. He should be happy to do so.
- 8. The youth who came to see us took away a rich
- 9. He may have to go to gaol.
- 10. He may get away, though they hope to catch the fellow ere he can leave the village.

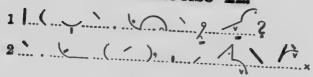
Exercise 20.

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- 1. Bite, tie, time, tidy, tire, attire, retire, type, die, dime.
- 2. My, mire, mighty, mile, nigh, knife, life, alive, lime.
- 3. Deny, denied, shiny, defy, ride, riding, collide, hide, wiry.
- 4. annoy, annoying, joy, enjoy, coiling, toil, toiling, toiler.
- 5. Oil, oiler, wide, widely, cue, mew, argue, Cuba.
- 6. Fury, mule, dupe, duty. duly, feud, tunic, tulip, rebuke.
- 7. Vouch, mouth, power, tower, shower, cowl, dowry, loudly, rout, rowdy.

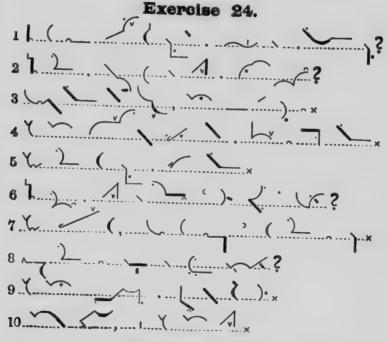
Exercise 22.



Exercise 28.

- 1. I-think I-have bought a cheap tunic to-day.
- 2. What-do-you think of-it?
- 3. I-will-be up by four, and-if-you-can-be ready so early I-will go out with you.
- 4. What-do-you say?
- 5. You-will-have to take a big cape.
- 6. I-think-you-will-have to-give up the affair.

- 7. I-think it-may-be beyond you to-make it go.
- 8. When-do-you think you-will-be likely to leave Newark?
- 9. It-would-be easy to take your nephew with you when you-go away.
- 10. Do-you think your accuracy can-be relied on?
- 11. Aye, I-have-no failure to look back on.
- 12. I-think-you-should-be happy to-go away with so thorough a fellow.
- 13. How would you-like to take Harry Molloy with you on the voyage?
- 14. I should-be happy to-do so, but I-have-no right.



Exercise 25.

- 1. They saw the fellow take the rod and the fish; but-they knew it-was of no use to hope to catch the rogue.
- 2. So he got away, and-I-think he-may-be at sea long ago.
- 3. Whose name was on the rod?

4. It lay at the bottom of the boat, and-I-think it belonged to Jim Cook.

5. I-saw Jim use it on Monday, when-he and-I were

6. I-shall-be happy to buy poor Jim a new rod when I cash my check at the bank to-morrow.

7. Mary Reed bought the rod which the thief took, and

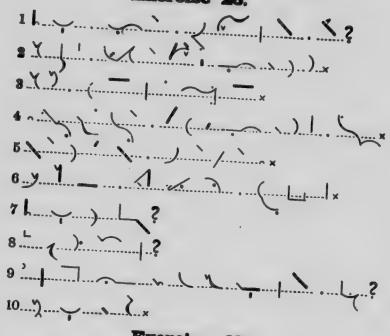
she may ask Jim what became of-it.

8. I-wish he had it back.

9. It-was the usual length, and had the name on the ring.

10. Jim and-I usually go to see Mary on the way back; but-we shall go right to the hotel to-day.

Exercise 26.



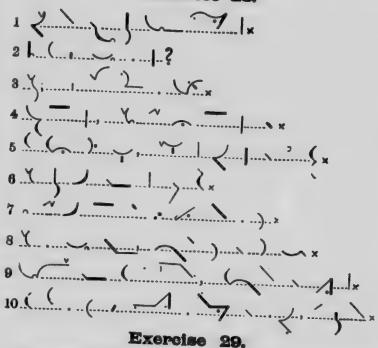
Exercise 27.

- 1. I-think half of-you should go to the right and you-may catch the boat.
- 2. Which of-you can carry back the watch to Polly?

3. She may ask the time.

- 4. I think the youth who bought it ought to take it back to the lady.
- 5. Do-you know if we can rely on being back by five?
- 6. I-think two of-you should go back to poor Tom.
- 7. He-may-be lying on the road.
- 8. They say they ought to put up a mark to show the way by the avenue.
- 9. I-saw them long ago, but it-was of no use.
- 10. They may do it now,
- 11. If-you think the job beyond you you-should ask Philip to aid you with-it.

Exercise 28.



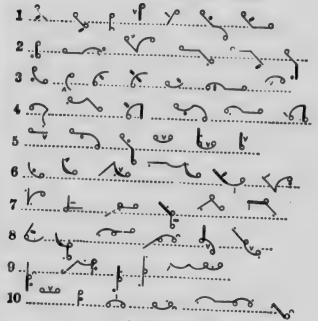
- 1. I-think-you-should take the bunch and pitch it far away into the sea.
- 2. If-you take a large share of the dynamite you-may-be carried to gaol.

- 3. I-have to-go away to sea, or I should-be happy to aid you with the affair.
- 4. I-think-they owe Tom an apology, and-they ought to-
- 8. What-do-you think?
- 6. He-was to-have come to see us to-day, but he-was delayed
- 7. When you-go to see the ship to-morrow you ought to take your wife with you.
- 8. If-you would-be of much use to us you-should-be on the
- 9. Each of-them was the dupe of vour nephew, who took

Exercise 20.

- 1. Pie, spy, spies, spicing, spicer, spike, spikes, spire.
- 2. Age, sage, sages, ale, sail, sails, sailed, sailing, sailings, sailors.
- 3. Eel, seal, seals, ceiling, sealed, sealers, sleep, sleeps,
- 4. Pass, passing, passage, passages, passer, choice, joys, enjoys, rejoice, rejoicing, excites.
- 5. Ache, aches, sake, soak, soaks, sex, six, sixty.
- 6. Aim, same, seem, seems, seeming, muscle, muscles, mouse, amuse.
- 7. Knee, knees, sneeze, sneezing, sneak, sneaks, snakes,
- 8. Sung, sunk, sink, sinks, sing, sings, scenes, snows.
- 9. Upset, upsets, desk, desks, discussing, basin, raisin,
- 10. Custom, customer, customary, custody, messages, puzzles, unsafe, hazel.
- 11. Casks, dusty, tasty, wiser, audacity, riser, disturb, resource, gasps.
- 12. Mason, facing, miserly, mismanage, suffice, snuff, spacious, specifies.

Exercise 81



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Exercise 82.

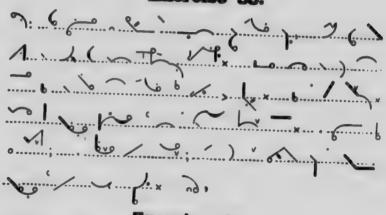
- 1. Do-you know if he-has seen-the new book I-bought
- 2. I-desire him to see it because I-think-the book may suit him.
- 3. All-those who have seen it like it, and-I-think-you-will like it too.
- 4. I suppose this is-the lesson I-am to take to Joseph Lawson.
- 5. I-think I-shall-have to cancel the check you paid to-day.
- 6. I-shall go to-the bank myself, and see-the cashier himself.
- 7. I-think-the name of-the boy who took-the bills was Leslie.
- 8. I-shall see-the customer himself, and fix these business affairs with him.
- 9. The package itself was right when it came; but-the cigars were loose.

10. Lay the box thus on-the desk, with-the lid on, and you-will see how-the damage arose.

11. Are those our cars or are they Johnson's?

12. Ours came an hour ago.

Exercise 33.



Exercise 34.

Morris & Dawson, Sunbury, Mass.

Sirs:

The invoice of-the six car loads of egg and pea coal came by Tuesday's mail. The cars came on-Wednesday by Lehi Valley Road, and are now on-the dock. I-can get a party to-move-the coal early to-morrow, so-as-to dispatch four of-the cars back to-you by Saturday.

Yours,

Exercise 35.

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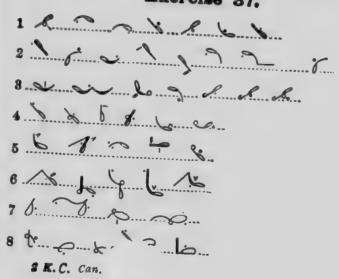
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Exercise 36.

- 1. Stile, stall, stalls, stylish, stalk, stock, stockade, stars.
- 2. Stores, stair, staircase, state, stately, staid, stowed, i -ge, stages.
- 3. Stoke, steak, stick, steam, steamer, stem, stone.
- 4. Story, stories, sturdy, stave, stole, stealthy, sterling,
- 5. Paste, pastes, bust, busts, dust, dusts, chest, chests, cost, costs.
- 6. Wrist, least, lists, fist, fists, beasts, guest, guests, nest, nests.
- 7. Opposed, forced, sun marized, eldest, invests, curnised, canvassed.
- 8. Refused, deepest, evinced, reduced, infused, renounced, released.
- 9. Faster, foster, fosters, monsters, canisters, castors, pastors, lobsters.
- 10. Juster, register, registers, roaster, bolsters, investors, Webster, Webster's.
- 11. Elastic, fantastic, testing, dusting, justifies, adjusting, enlisting, vestry.

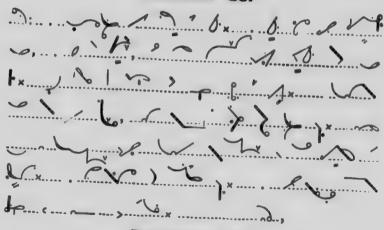
Exercise 37.



Exercise 38.

- 1 Almost all-the stores are-now stowed away, and-I--think-the steamer is most likely to-sailon- Wednesday
- 2. You-will-kave a list (of the) cargo to-morrow.
- 3. Have-you any influence with Stone and Stokes?
- 4. Do-you think they can-be influenced to-give us a share (of the) business in starch?
- 5 What-do-you suggest in-the case?
- 6. We must ask you to-do all-you can to secure a talk with-the head (of the) firm.
- 7. Would you-like us to-write them first, or shall we leave it to-you to-do what seems best?
- 8. Do-you know who owns the last store on-the right in Rochester Avenue?
- 9. When can you dispatch the rest (of the) canisters to Starky and Stubbs, of Chester?
- 10. It-is almost a month since y a-wrote saying-the canisters were ready.

Exercise 39.



Exercise 40.

- 1. Swoop, sweep, sweets, Swede, switch, swiftest, swill-
- 2. Swore. swear, Jwayed, swathe, swelling, swan, swoon,

3. Panses, passes, gases, noises, voices, invoices, arises, revines.

4. Roses, laces, doses, reposes, spaces, sources, senses,

5. Refuses, rouses, chooses, pieces, leases, induces, allowances, releases.

6. Axis, basis, census, emphasize, emphasizes, paralysis, analysis.

7. Possessive, necessitous, accessible, successive, excessively, necessaries, unnecessary.

8. Resists, exists, subsists, renounces, evinces, reduces,

Exercise 44.

16. 6 2 kg, 2 kg, 66 kg, 20 k 1~ 10 P., 1, 10 VAT. 6 4, 6, 7, 7, 15, 8 769100-01,12), 7, (, %, 5

Exercise 42.

1. They themselves think-the step is-as necessary now as-it-was a month ago.

2. We-think this-is right.

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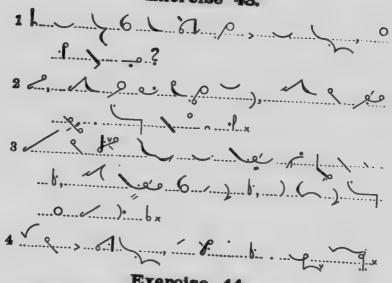
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- 3. Suavity would-be of no use in-this-case, and-the first officer should-be authorised to adjust the affair inhis-own way, as seems best.
- 4. We-have ourselves several-times had to speak severely to-the fellow.
- 5. If-we swallow this latest story, they-will say we-are
- 6. Have-you-given special heed to-the depth (of the) cellars in-the new house?
- 7. Yes, we-have-had them sunk to-such a depth as-is usual in houses (of the) size.
- 8. We-have fixed on-the latest types of stoves at-last, and--we-think they-will answer our purposes to a nicety.

Exercise 43.



Exercise 44.

James Foster &-Sons, Chester, Mass.

Sirs:

On-the first of August you sold us five chests of choice Hyson teas. We-have disposed of four (of the) chests, and-as our customers like-the tea we may ask you

to-sell us eight chests (of the) same teas if we-van have--them at-the-same rate as-the last. We should like you to advise us by Wednesday at-the latest. You-may roast four bags of your finest Java coffee and ship them to us

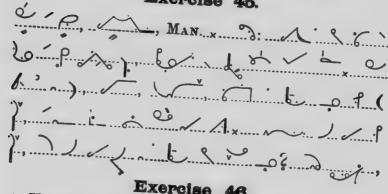
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Yours sincerely,

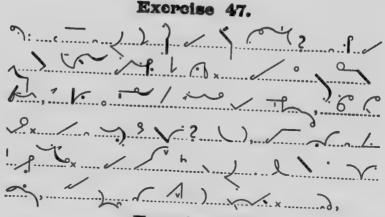
Exercise 45.



Exercise 46.

- 1. You-must-be up early to-morrow and go and assist
- 2. I-know Joe Morris took-the lace, and-I-will show the lazy fellow no mercy.
- 3. You-must-do your best to-get-the rust off-the rusty
- 4. Ask-the cashier if-he-has balanced the books up to-the last month (of the) season.
- 5. Take-the youth aside on-the opposite side (of the) room, and ask him to show you the receipt.
- 6. He had-the audacity to cast a slur on-the honesty (of the) honest miller.
- 7. We-are so sorry to see-the poor fellow in-such a sore
- 8. Give him a dollar, and ask him to-come to-morrow and recite his story.
- 9. We-may give him a job in-the store.
- 10. If-he had had-the sense to-take-the essence I-bought him he-would-be all-right now.

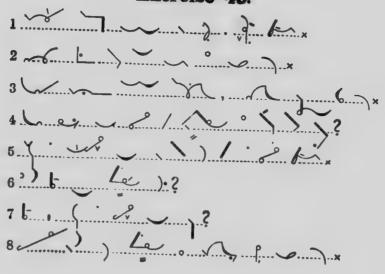
Exercise 47.



Exercise 48.

Sir: Can you do anything to assist y young son in-his study (of the) language? We-are-sony to say nothing we-can say or do appears to-have any effect on him. We should like you to-do something to induce him to-make a genuine study of it in the new year, when we resume our lessons. The first-thing we wish you to-do is to-get him to-read a page or-two of his book each day, and-the rest is likely to be easy. You-may-as-well see-the boy to-day and get him to-look at-the thing in-the right way. Yours-respectfully,

Exercise 49.



Exercise 50.

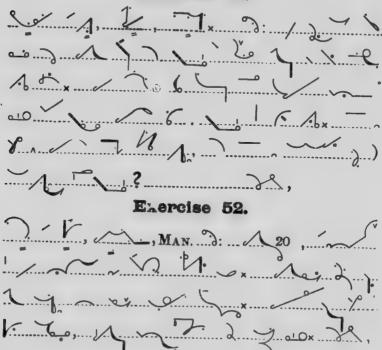
Philip Jackson & Sons, Buffalo, N.Y.

Sirs:

We-think we-can-do something to push your business in-this-city, and our services are at-your disposal if-you-will test us. It-will cost you nothing to-make-the test. If-you-will write us we-shall-be happy to-come and see-you, and-we-think it-will-be an easy thing to show you something of-our success in business affairs. We-have in-the past had a big share in raising some (of the) best houses in-the States, and-if-you-will allow us to assist you with our advice we-think-you-may rely on your business next year being twice what-it-is this year. May-we ask you to see if-we-can carry out what we say?

Respectfully-yours,

Exercise 51.



Exercise 58.

- 1. We ourselves shall go and use our influence with-them in-the affair.
- 2. You-may ask them to-come themselves to-the house next Wednesday,
- 3. We specially wish to speak to-the youth on-the first day (of the) new year.
- 4. We saw several of-them pass-the house an hour or-two ago.
- 5. I-know it-is almost useless to ask you, but I-shall-be most happy if-zou-will come and see me at-my house to-morrow.
- 6. Do-you uswally pass so-much of-your time in-the New-York office?
- 7. How-are your young sons doing with the new language study?
- 8. They-will speedily master it if-they can give several hours a day to-it.
- 9. Have-you seen anything (of the) new books I-bought in-the city on-Monday?
- 10. No, I-have-seen nothing of them since I-saw them in-the store.
- 11. Do-you know how-much is owing to Lawson and
- 12. No, but I-can easily get to know, if-you-like.
- 13. I-wish you would look it up, and-I-will make out-the check.
- 14. Do-you know what-would-be-the cost of four large cases, same size as-this?
- 15. I-shall-have to-go up to-the store and buy a lock to be put on-the box.
- 16. Why-do they use so large a case to pack so small a thing?

Exercise 54.

Exercise 55.

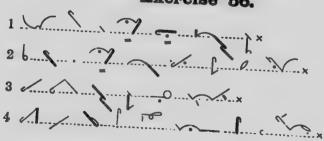
1. Pay, play, plague, place, placed, places, placing, placer, played, pledge.

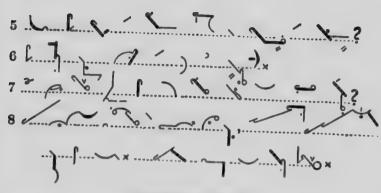
2. Topple, reply, employ, employer, dabble, blot, block, blast, gabble.

3. Claim, cloak, nickel, uncle, cluster, eagle, smuggle, glaze.

- 4. Fable, Mabel, meddle, meddler, cudgel, cable, table, stable, total, label.
- 5. Clear, clip, cloud, glib, bugle, legal, wriggle, beetle.
- 6. Desirable, radical, amicable, paddle, battles, title, chapel, clasp, plasters.
- 7. Crow, croaker, crew, cruises, grows, groom, smoker,
- 8. Break, breaker, breakfast, breast, grapes, trust, trusty, address, addresses.
- 9. Major, ledger, dredger, drudgery, crazy, trench, presence, grate, crowed, crush.
- 10. Troop, creep, cheaper, tutor, brick, crowd, drink, bitter, reader.
- 11. Crossed, crossing, crash, angry, decry, fibre, robber,
- 12. Powder, thicker, liquor, louder, pretty, dream, bridge, picker, trickery.
- 13. Marker, copper, tiger, lodger, totter, daughter, chatter, trap, track, pride.
- 14. Older, acre, paper, labor, rubber, skater, breath, preface, traces.

Exercise 56.





Exercise 57.

Dear-Sir:

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Please gire us a call if-you-are in-the city during-the next few days. We-wish to speak to-you on-the claim of 55 dollars delivered by Dr. Gray. He declares he-will press his legal rights to-the utmost. Though-we regret-the trouble and deny the trespass, we-are equally ready to-go on and-try-the case. We-believe we-can bring up a case equal to-his-own. We protest we-have-no desire to trespass on a single inch of-his premises or to meddle with-his property in-any-way; but-we-think-it desirable to stick to-our just rights.

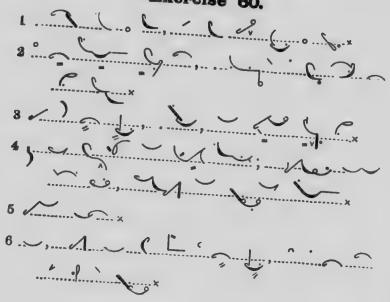
Yours-truly,

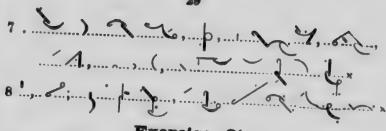
Exercise 58.

Exercise 59.

- 1. Flow, floor, flung, flush, flurry, flood, fledge, flake.
- 2. Flaw, fly, flighty, flap, flabby, flog, flag, flattest.
- 3. Flinch, flitch, fling, flew, flicker, flower, flinty.
- 4. Baffle, stifle, trifle, arrival, rightful, joyful, revival,
- 5. Initial, partial, martial, beneficial, eggshell, shelves.
- 6. Kennel, funnel, panel, signal, penalty, tunnel, final.
- 7. Bravely, effectively, attractively, watchful, channel, eternal, shameful, hopeful.
- 8. Offer, fraud, fried, France, froth, frank, frankly.
- 9. Average, virtue, versatile, fervor, favor, endeavor,
- 10. Grammar, calmer, clamor, manner, miner, farmer,
- 11. Measure, exposure, treasure, pressure, brusher, trainer, crusher, nervous, nervously.
- 12. Shred, shrub, shrunk, shrug, owner, schooner,
- 13. Clinker, bunker, conquer, spanker, tinker, drinker,

Exercise 60.





Exercise 61.

(a) Dear-Sirs:

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We-have-your-favor of-Friday last, and-in-reply beg to say you-may-rely on-the flasks being ready by Wednesday next. Most of-them are ready now. Yours-truly,

(b) Dear-Sir:

Your-favor of-April 29th has just come and-we-are mailing you the samples of flannel to-day. We-thank--you for-your-favor and-we-shall-be-pleased to-do our best for-you in-any-way.

Respectfully-yours,

(c) Dear-Sir:

I-am-in-receipt-of-your-favor of-May 6th and-in--reply would-say I-am favorably impressed with-the proposal you-make. I-shall-be-pleased if-you-will call on me on-Friday next, when-we-can talk-the business over.

Yours-truly,

(d) Dear-Sir:

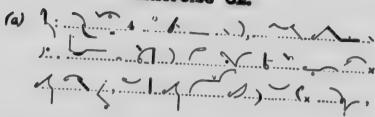
We-are-in-receipt-of-your-favor of-March 4th, and--if-you-will give us-the list of-places you propose to visit we-shall-be-pleased to-think over your offer. Yours-truly.

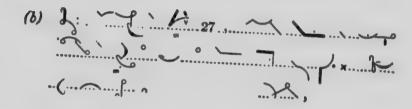
(e) Dear-Sir:

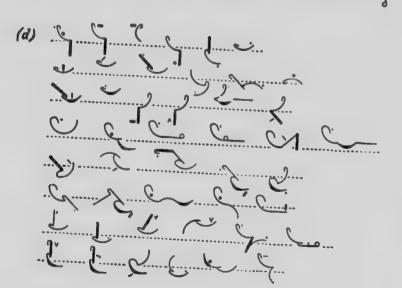
In-reply-to-your-favor of July 5th, we-beg to say the electric pressure in our carriages is too-low to-give a shock. They have-no clumsy gear for change of speed, and-the loss of energy ceases when-the carriage stops. We-shall-be-pleased to-give you every other detail if-you wish it.

Yours-respectfully.

Exercise 62.



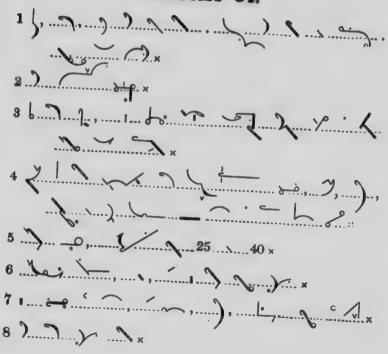




Exercise 63.

- 1. Rival, cavil, gravel, marvel, rifle, rifler.
- 2. Gruffly, roughly, reveler, reflex, scuffler, inflamer.
- 8. Frog, Africa, frolic, frost, frosty, camphor, proffer, Kaffir, coffer.
- 4. Throw, thread, thrust, thirsty, thirty, weather, leather, verb, verbal, verbose.
- Weaver, lever, beaver, approver, pilfer, silver, frisky, freak.
- 6. Rover, brother, bather, engraver, discover, recover, lover, fresco.
- 7. Tougher, versify, adversity, adversely, fresher, fresh ness, naval, loafer, buffer.

Exercise 64.



Exercise 65.

(a) Doar-Sir:

We-thank-you for-your early-reply to-ours of--April 20th. We-think such a business as you suggest would thrive, and-we-shall-be-pleased if-you-will ask both-the engraver and-the framer to-give us a call. Very-truly-yours,

(b) Dear-Sir:

I-am-very-sorry to see from your-reply you-are unable to rush-the job you-are doing for-me at Beaver Avenue. Mr. Farmer, who-has-the store at No. 40, spoke very gruffly to-me to-day. He-thinks there-is unnecessary delay with-the job. I-have-no desire to anger him more, and-I-shall-be-pleased, therefore, if-you-will advise me as to what-is-the best you-can-do for-me.

Yours-truly.

(c) Dear-Sir:

Are you almost through with-the job in Riverside Avenue? Tou will remember you promised the party he-would-be at liberty to-go in early in August. He-is very-much upset at-the long delay. Please favor me with an early-reply and-oblige,

Yours-truly,

(d) Dear-Sir:

I-have-yours of-Friday and-in-reply beg to say I-am rushing-the job at Riverside Avenue as fast as I-can. You-may assure Mr. Weaver it-will-be ready by-the 28th of-this month.

Very-truly-yours,

Exercise 66.

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Exercise 67.

1. Suffer, sever, summer, sooner, sinner, supple, disclose, disclosure.

2. Possible, plausible, disciple, tricycle, depositor, expositor, grasper, gastric.

8. Disclaim, exclaim, explore, extremity, external, expressed, chemistry.

4. Visible, lucifer, mystery, lisper, abstruse, crisper, physical, reducible.

Spray, sprayed, struck, stretch, scrape, sacred, sober, seeker, separate.

6. Distrust, distresses, industry, headstrong, disgraceful, corkscrew, execrable.

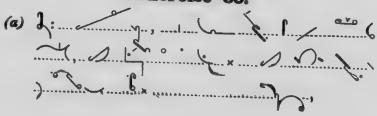
Exercise 68.

- 1. Display a true industry in your lessons, and you-are sure to succeed.
- 2. Have a care lest you scribble or scrawl when doing your exercises.
- 3. Be scrupulous, true to yourself and to-your teacher; put all-your strength into the business, and you-will give pleasure to yourself and others.

4. The truth is you-must labor if-you would prosper in-any business affair.

- 5. If a larger number of people would only remember this truth, it-would surprise them to see how-much less trouble it-would-be to settle themselves to any study or business.
- 6. If Mr. Tasker, when-he takes-the chair at-the gathering on-Wednesday would only express himself in-this-way it-would very-much cheer his listeners.

Exercise 69.



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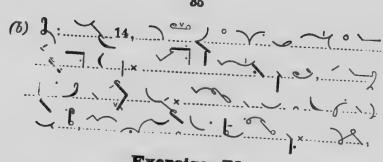
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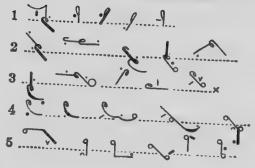
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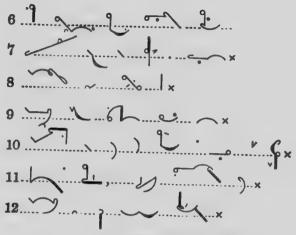


Exercise 70.

- 1. We-are-surprised to know-the designer (of the) jack-screw is a prisoner in Chicago.
- 2. It strikes us as strange you-should show distrust (of the) chair-maker in-your employ.
- 3. If-you care for a larger chair we-can show you a sample.
- 4. You-will-be-surprised to know-the small chair is-the strongest we-have in-the place.
- 5. I-can-assure-you I-regret very-much to-have to-disagree with you in-this-case.
- 6. Is-it true the pupils refused to-raise a cheer for-the principal?
- 7. We-shall-be-pleased to supply you with-the necessary explosives for-your purpose.
- 8. If what you state is-the truth, the prisoner is a dishonorable fellow.

Exercise 71.





Exercise 72.

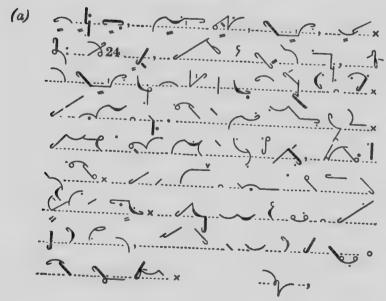
- 1. Dawn, join, gone, pine, brine, drawn, chine, kine, Rhine, wine.
- 2. Fawn, vine, shine, shrine, nine, line, lawn, loin, shone, finery.
- 3. Bluff, brave, bravery, drove, restive, serve, observe, deserve, reserve.
- 4. Prove, proving, brief, reprieve, roof, reef, weave, hoof, heave, retrieve.
- 5. Profit, provide, province, define, advance, travel, divide, draughty, chaffing.
- Arrange, French, agent, cleanly, craning, plenty, fernery, draining, keenly.
- 7. Cough, coffee, brawn, brawny, man, manna, dine, Dinah, corn, corny.

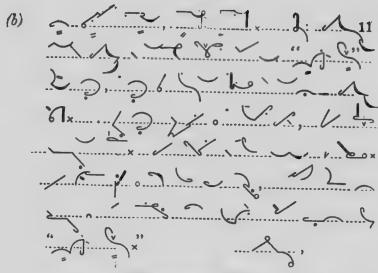
Exercise 73.

- 1. If-you happen to be done early and are down town, call upon me.
- 2. I-am generally in-the office by seven, and-I-shall-be-pleased to see you.
- 3. Have-you been able to obtain the French lace for-the phonographer?

- 4. General Crane wishes his young son John to-learn Phonography.
- 5. If-you-are within easy reach of-his house I-shall-be-pleased if-you-will call upon him with-these phonographic books and-this pen.
- 6. The lad is rough and talkative; but I-am positive he-may-be relied upon to strive when-he sees how very useful Phonography is.
- 7. On your return to Boston, please call upon Mr. Thorne.
- 8. Do-you happen to know-the deaf man in-the brown suit?
- 9. He-is a fine brawny fellow, but I-will defy anyone to talk with him.
- 10. He-is generally to be seen in-the big chair.
- 11. He usually has-the same heavy frown, and replies in-the gruffest voice to anyone who addresses him.

Exercise 74.

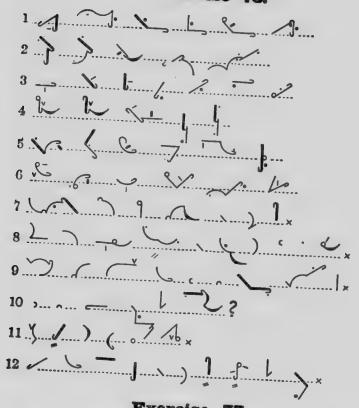




Exercise 75.

- 1. I-shall-be happy to see you if-you-will call upon me to-morrow.
- 2. Do-you think you-will-be-able to buy each of-them a new fan?
- 3. We should-be-pleased to see a difference in-your manner of doing business.
- 4. I-am-surprised to-learn how ill you have-been since you-came out west.
- 5. If-you think there-is anything I-can-do for-you I-shall-be happy to do it.
- 6. I-think-the fancy fernery is-the most remarkable thing in-the show.
- 7. We-are sorry to say they-themselves are to-blame for-the failure (of the) boy.
- 8. It-will surprise us very-much if-the Dr. has anything at-all to say in-his defence.
- 9. If-you-can manage till next Wednesday we-shall-be-able to-deliver-the fringe.
- 10. We-have-been down to-day and-have-done everything possible for-the young fellow.

Exercise 76.



Exercise 77.

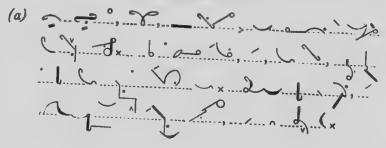
- Pen, pens, suspense, expense, dispense, dispense, dispensed, expenses, residence, residences.
- Sprain, sprains, trains, restrains, drains, tens, tenses, chains, reins, preference.
- 3. Prune, prunes, spoons, boons, towns, drowns, tunes, rinse, rinsed, rinses, wince, winces.
- 4. Fines, fans, mines, man's, shines, shrines, violence, reliance, Athens, assigns, lines.
- 5. Braves, puffs, droves, raves, waves, preserves, deserves, observes, reserves, swerves.
- 6. Entrance, entrances, pretence, pretences, instance, instances, inferences, distances.

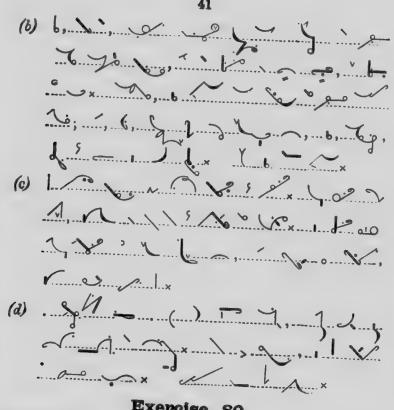
- 7. Sufferance, severance, essence, essences, observance, excellences.
- 8. Renounced, announced, announces, evince, evinced, evinces, allowances.

Exercise 78.

- 1. There-can-be only one opinion as-to-the advantage which Phonography gives to-the phonographer.
- 2. If-you approve of-my plan your difficulty may-be put out-of-the way very easily.
- 3. It-is difficult to see what advantage your plan has over those which-have-been already proposed.
- 4. Above all things, it-will-be necessary to-have-the proofs ready in-time.
- 5. I-shall-be-pleased if-you-will ask Mr. Jones for-his-opinion on-the new insurance.
- 6. Do-you know if-he-has got out-of-the difficulty caused by-his imprudence last year?
- 7. Oh yes, with-the assistance of Dr. France and myself; but he observes a wise silence.
- 8 If-he behaves himself now, he-may even attain to opulence in-his situation.
- 9. From all appearances the responses to-our appeal for expenses are falling off.
- 10. In our opinion, the excellence (of the) essences is beyond all praise, and-we-shall use them largely.
- 11. We approve of your new machines for sewing gloves, and-we-shall take means to obtain one-of-them for our factory. It-will-be of immense assistance to us.

Exercise 79.





Exercise 80.

Mr. Peter Downs, Auburn, N.Y.

Dear-Sir:

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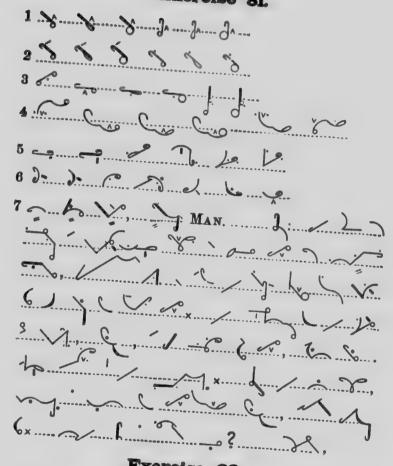
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We-are-in-receipt-of-your-favor of-June 26th, and-we regret to-learn your opinion (of the) gloves and scarfs. You-will, however, observe they-were all clearance lines, and-though they-are from first-class makers they had-been in stock some months, and-it-is very possible they-were a trifle dusty. It-is a pity you chanced upon-the dusty ones, but-we-are unable to-make you any allowance for--them. When you think of-the very-low prices you paid for-the things we fancy you-will see you have-no grievance against us in-this-instance.

Respectfully-yours,

Exercise 81.

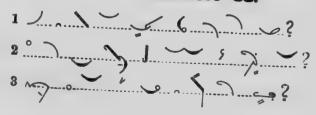


Exercise 82.

- 1. If-you have a difficult exercise to-do, come to-me and-I-will assist you out-of-the difficulty.
- 2. You-can scarcely hope to overcome a difficulty whenit comes to-you for-the-first-time.
- 3. It-will-be to-your advantage to-prove to-everyone your ability to-learn Phonography.
- 4. I-am (of the) opinion you-will become a first-class phonographer if-you-will-only do your best.

- 5. I approve of-your desire to-learn, and-I-am-sure it-is within your power.
- 6. As a general rule, it-is true to say anyone can learn who wishes to-do so.
- 7. I-am-sure your people were both surprised and-pleased with your success.
- 8. It-will add to-our strength, and cheer us very-much, if-you-will come and take-the chair on-Saturday.
- 9. It-would-be a pleasure to-me if-you would come to a larger-number of-our gatherings.
- 10. If-you happen to-call upon Mr. Mullins when you-are down, tell him to-write.
- 11. There-are a large-number of things I-wish you to-bring back with you from-the town.
- 12. Do-you think you-can remember them all, or shall I-put them down on a piece of paper?
- 13. The principal of-the firm is a very remarkable man, and-I should specially like to speak to-him.
- 14. Go through-the room to-the right, and you-will-see him.
- 15. Mr. Bonner is a mere faddist, who thinks more of-his-own opinion than is right.
- 16. I-have-done everything possible for-the creature, but nothing can save it now.
- 17. Dear-Sir, you-are wrong. Dr. Downs has-been during-the day, and he-thinks something may still be-done to save-the animal's life.
- 18. I-believe there-will-be no delivery (of the) muslins till-the bankers have paid the check.
- 19. If-you apply at-all, you-must apply early, or your chance is lost.

Exercise 83.



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Exercise 84.

1. Fashion, fashions, sanction, national, Nationalist, motion, lotions, fascination, elevation.

2. Oration, mention, session, prevention, invention, stimulation, salvation, notion,

1.

3. Imitation, notation, presentation, exportation, deputations, limitations, salutation, gravitation.

4. Reputation, refutation, acceptation, exultation, degradation, gradation, inundation, magicians.

5. Cushions, occasions, occasional, allegation, embrocation, supplications, litigation, obligations.

6. Reduction, rejections, injection, restoration, operations, reparation, adoration, aberation.

7. Instigation, extrication, desperation, mastication, admiration, duration, implication, investigations.

8. Portion, coercion, fractions, auction, extortion, aspersion, friction, erections.

9. Grecian, emigration, discretion, progression, reception, hesitation, recitations, repression, depression.

10. Sections, liberation, celebrations, prostration, penetration, attestation, exceptions, deserves, exertions.

11. Factions, infection, vacation, suffocation, justification, legation, legations.

12. Auctioneer, optional, passionately, rational, pensioner, fashionable, mansions.

Exercise 85.

1. We-think-the new architect is worthy of all possible respect.

2. If-you neglect-the study of architecture, how-can you succeed as an architect?

3. The architectural designs for-the mansion were unworthy of acceptation.

4. We neglected to-look at-the very fine prospect from the top (of the) tower.

5. I-shall-be-pleased if-you-can tell-me what-is-the object (of the) proposed invention.

6. I-object to-the stipulation, because it-would lead to-the prevention of inventions.

7. I-expect there-will-be a collision, unless you insist upon a reduction of steam.

8. 2-expected some manifestation of hesitation, but I-was wrong in-my view.

9. The unexpected always happens, and-we saw-the frustration (of the) fellow's anticipation.

10. Had he respected the man's faith as he ought, there--would-have-been no persecution.

11. I-trust you-will respect your promise to-the optician and-call upon him to-morrow.

12. The suspicious glances (of the) suspected man only caused us to suspect him the more.

13. Mr.-Brown may inspect-the place to-morrow, and--when-the inspection is over he-may dine at our house.

14. The premises should-have-been inspected long-ago.

15. The architect has an aversion to commotion, and objects to-loud exultation.

16. Take care (of the) provisions or-you-may rouse the opposite faction.

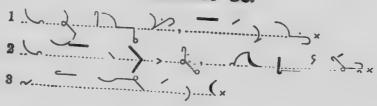
17. If-you-are suspected by-them, you-will-be in for a severe castigation.

18. I-have-had-the same impression ever-since-the inception (of the) federation and-the origination (of the)

19. Do-you think there-is-any prospect of a favorable solution (of the) difficulty?

20. If-you neglect the usual precautions you-may-drive him to desperation.

Exercise 86.



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Exercise 87.

Mr. Joseph Baker.

Rochester, N.Y.

Dear-Sir:

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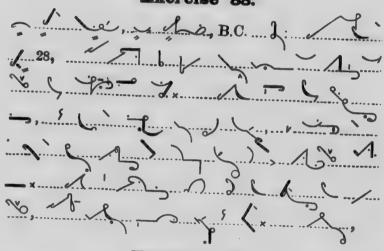
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Referring-to-your-favor of-April 4th, we regret to-read your assertions as-to-the cause (of the) corrosion (of the) boiler we sold you last-year. Knowing, as-we-do, how-

-much care was taken in-the erection (of the) boiler, we-are forced to-think there-must have-been some neglect (of the) usual precautions, and-we fancy an investigation may very-likely prove us to be right. We-have-no hesitation in saying this-is-the first time we-have-had such an expression of opinion in respect to-our boilers, and-it staggers us. We-have given directions to-our local agent to-make an examination and write us on-the subject.

Yours-truly,

Exercise 88.



Exercise 89.

1. Procession, processional, processions, succession, pulsation, pulsations, pulverisation.

2. Precision, positions, decision, transitions, transitional, physician, physicians, indecision, opposition.

8. Cessation, accusation, sensational, annexation, crystallization, civilization, taxation, causation.

4. Vocalization, dispositions, relaxation, authorization, vexation, musician, deposition.

5. The procession is to-take place, since-the authorization came to-day.

6. The physician had no option but to decline the musician's invitation.

7. Vocalization (of the) -tion hook is very seldom necessary.

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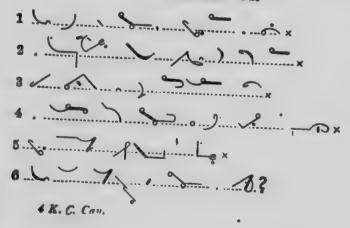
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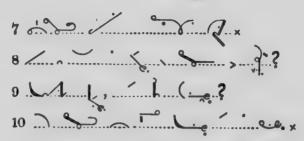
8. The position (of the) outline is usually enough to show the vowel.

Exercise 90.

- 1. You-will arknowledge it-was a significant action, andits significance was within-the knowledge (of the)
 physician.
- 2. If-you miss the signification (of the) decision you-will-be beaten by-the insignificant auctioneer.
- 3. The insignificance (of the) fellow was lost sight of, because of his large subscription.
- 4. If-you had subscribed as-much, your position would-now be secure.
- 5. If-you think it-will assist you, I-will subscribe a few dollars myself.
- 6. I should like my name to be superscribed above his superscription.
 - Ie-may offer some opposition to-the position of-my name on-the list.
- 8. The insignificance (of the) physician's subscription is sure to be noticed by every member (of the) club.

Exercise 91.

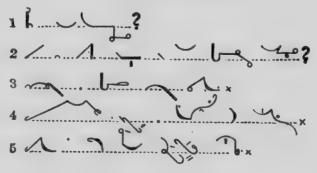




Exercise 92.

- 1. The more we-know (of the) facts-of-the-case, the less we-think (of the) commissioner's discretion.
- 2, It-seems to us the additional-cost means final rejection (of the) plan.
- 3. I-think-we should go on, if-we-are-in-a-position to bearthe additional-expense.
- 4. Hesitation and indecision are useless, because the difficulties increase more and more each day.
- 5. Mr.-Smith of Syracuse thinks less-and-less (of the) scheme, and-in-his-opinion we should abandon it.
- 6. If-the petitioners are exceptionally extortionate, we-shall decline to-receive them.
- 7. If the spokesman threatens us, and his language is actionable, we-shall take action.
- 8. It-would-be mere folly to deny the existence of tension in-the situation.

Exercise 93.



6 () () () () , do Exercise 94.), (,), (), ()) Now * S, E, 7 20 1 A) 2 / 2 / 2 / 75, / P) % _ / X 1175

Exercise 95.

1. Quail, quack, qualm, quaff, quaver, square.

2. Squeeze, squabble, squad, squadron, exquisite, exquisitely.

3. Guano, linguist, Paraguay, languor, sanguinary.

4. Wall, wile, wallow, wallflower, walrus, wildest, wealthy, welfare.

5. Whales, whaling, whaler, whelp, whalebone, whilst, whiling.

6. Roller, sculler, secular, nailer, leveler, councillor, squealer, fuller.

7. Storer, fairer, adorer, restorer, bearer, sharers, explorers, repairer.

8. Stamp, swamp, impair, embody, embarrass, embitter, embark, ambition.

9. Columbus, cumber, impartial, lump, jump, clump, imposition.

10. Where, whereby, whereof, everywhere, nowhere, wheaten, whipper.

11. Mr. Welsh will show you-the specimens of wallpaper to-morrow.

12. Please deliver-the wheelbarrows as quickly as you possibly can.

13. There-was a flaw in-the fly-wheel, and-the engines had to stop.

14. The repairers were unable to satisfy-the insurers as to-the cause.

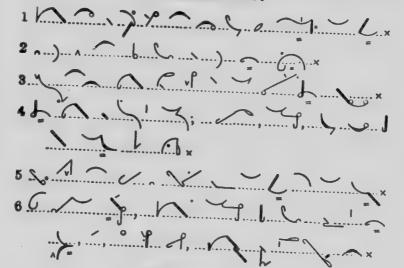
15. There-will-be an inquiry at our special request next Wednesday.

Exercise 96.

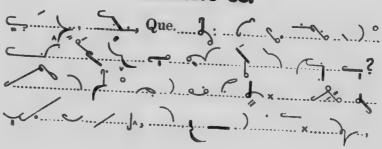
- 1. Will you-come and see-the important improvement we-have-had to-make?
- 2. While you are there I-wish you would-say whether these improvements are impossible or otherwise.

- 3. The improvements are unquestionable; but will you finish by January?
- 4. Oh yes, the man said yesterday he-would-be out-of-the place in December.
- 5. Our salesman calls upon customers in February and November.
- 8. If-you think there is a chance of improvement, I-will stay in the United-States till-the beginning of-
- 7. I-fear his valor would scarcely be equal to-the test.
- 8. I-am-no admirer of a swearer or sneerer, I-assure-you.

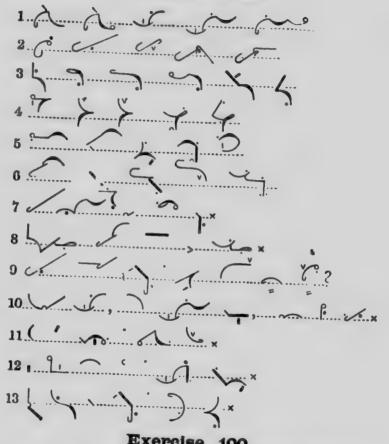
Exercise 97.



Exercise 98.



Exercise 99.



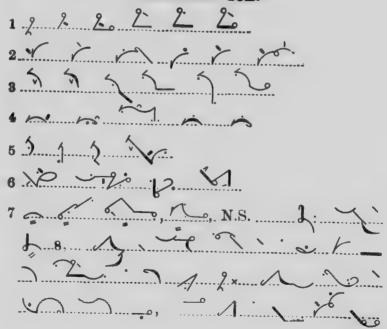
Exercise 100.

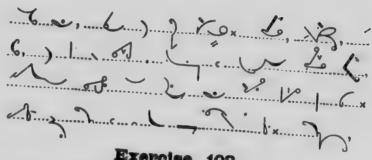
- 1. Ask Mr. Hooker to see to-the apprehension of Henry
- 2. If Harry Haines behaves well, he-may go with Hawkins to-the play-house.
- 3. If-he adheres to-his resolution he-will go home on horseback.
- 4. Hugh Thornhill seems very unhealthy and unhappy.
- 5. He-may-he a greenhorn, but he declines to-go in-such a vehicle.
- 6. The headstrong Hopkins will-have to hustle if he wishes to-make headway.

Exercise 101.

- 1. Hay, haymaker, high, higher, highly, hawk, hog. hack, hawser.
- 2. Hoax, hug, mohair, Mohegan, mahogany, cohere, coherence, anyhow.
- 3. Halo, helm, help, helpless, helpful, her, harm, harmful.
- 4. Ham, hammock, humble, humbler, homage, hydraulic, homely.
- 5. Hedge, heavy, haven, hover, hone, hove, honey, Homer.
- 6. Husky, hence, hesitancy, behead, abhor, upheave, unhinge.
- 7. Blockhead, neighborhood, forehead, leasehold, household, fish-hook, boat-hook.
- 8. Hurry, herring, heretic, hurricane, habitation, headstone, headless.

Exercise 102.

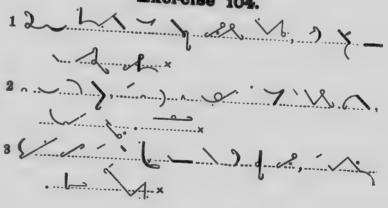


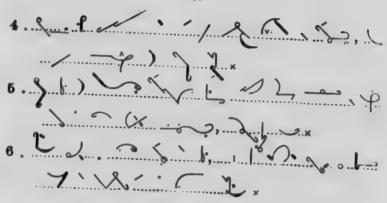


Exercise 103.

- 1. Your knowledge of perspective will-be an advantage in-your prospective position.
- 2. Your tactics must seldom be obstructive, if they-are to be productive of advantage.
- 3. The examination must-be both subjective and objective if-you-are to-derive advantage from it.
- 4. The action (of-the) respective parties, irrespective of -their personal views, is destructive of charity.
- 5. Retrospective wisdom is easy to-every member (of-the) executive, and-they all indulge in-it.
- 6. The scales were defective and the respective parties were brought to justice.
- 7. They-are all, and each respectively, in-the wrong in-

Exercise 104.

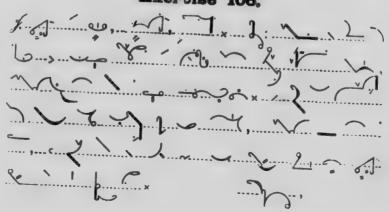




Exercise 105.

- 1. I-hope-you-will come and arrange-the business on-Monday-morning if-possible.
- 2. I-hope-you-are doing your best to ship the whole (of the) harness on Tuesday-afternoon at-the latest.
- 3. We-are-pleased to-have your approval (of the) mohair laces delivered yesterday-afternoon.
- 4. The steamer "Hilda," with a cargo of hams came into harbor on-Wednesday-evening.
- 5. They-will-have to hustle to unload her by Monday-morning.
- 6. I-hope-you-will come over and see me on-Monday-evening.
- 7. I-saw Harry Halifax yesterday-evening and he-is doing nicely.

Exercise 106,



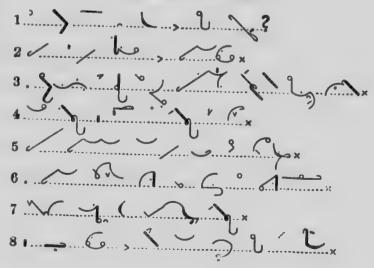
Exercise 107.

- 1. Elk, alum, alone, elective, electric, election, elegance, alcove.
- 2. Fail, foal, avail, level, graceful, fails, quell, skull, Yale.
- 3. Knell, annul, canal, annual, sparingly, nasal, stencil, analyze.
- 4. Squeal, enlist, kneel, real, reveal, refusal, scowl, vowel, towels.
- 5. Sculler, leveler, dweller, secular, scowler, kneeler, viler, reviler.
- 6. Alps, lobby, alto, allied, allege, ledge, loaf, alive, loath.
- 7. Lacey, also, lull, lore, pale, pailing, pulley, bull, bully.
- 8. Dell, delay, jail, jelly, cull, color, gale, gaily, mail, mellow.
- 9. Alabama, elbow, label, library, lovely, likely, lash, longing.

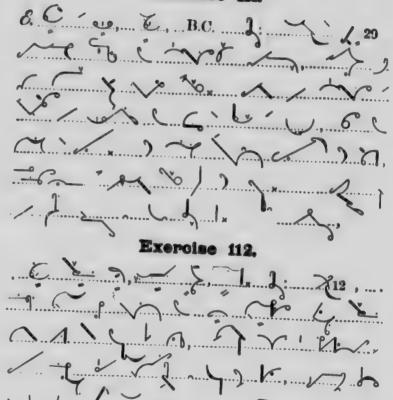
Exercise 109.

- 1. His abstraction was noticeable to-every member in-the room.
- 2. It-was easy to see his objection to-the destruction (of the) books in-the library.
- 3. Unless he remove the obstruction we-shall take action against him.
- 4. The unanimous objection to subjection was very remarkable in-this affair.
- 5. There-was a unanimous vote in-favor of a uniform rate of pay.
- 6. The unanimous resolution was a surprise to-the whole club.
- 7. He-was uniformly calm and quiet in-his manner of-speech.
- 8. The construction of-these engines of destruction is exceedingly simple.

Exercise 110.



Exercise 111.



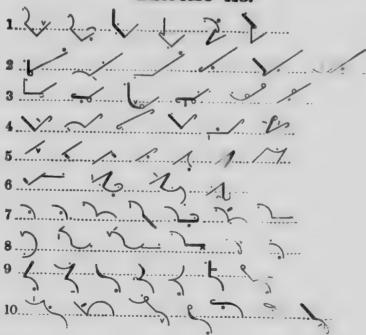
Exercise 118.

- 1. Rare, roar, roared, wore, yore, terror, wearer.
- 2. Professor, canvasser, cancer, dancer, censor, defacer.
- 3. Accuser, cruiser, aggressor, successor, luxury, boxer.
- 4. Irritation, rotation, earth, earthen, earthly, ornamentation, origin.
- 5. Emerge, mirth, birth, sturdy, surgeon, adjourn, learn.
- 6. Despair, disposer, trespasser, deplore, butler, upstairs, downstairs, endorser.
- 7. Carve, starve, tariff, stubborn, turn, serf, torn, shorn.
- 8. Charity, forage, charge, carriage, marriage, mark, park, pardon.

Exercise 114.

- 1. Wrought, robber, rises, wrap, romp, wrong, rider radical, rash.
- 2. Berry, flurry, vary, thorough, prairie, sherry, surgery, operation, curry.
- 3. Rest, roast, rave, road, range, relative, retrace, research.
- 4. Enumeration, restoration, rotary, story, glory, cherry, merry.
- 5. Oar, oral, early, surly, store, stair, staircase, swore.
- 6. Erection, error, erase, earn, oration, erasure, organs, arrive, arrival.
- 7. Pair, spare, door, share, snare, snore, presser, lesser, chaser.
- 8 Implore, customer, unfair, sufferer, settler, repairs, floor, scare.

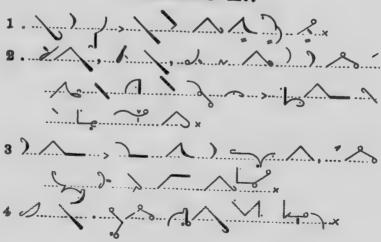
Exercise 115.



Exercise 116.

- 1. The Rev. Thomas Rider's last published book brings him in a large revenue.
- 2. He means to publish a fourth edition, but-is unable to-proceed to publication just-now.
- 3. He takes a large share in-the public affairs of-his native city.
- 4. The sales (of the) latest story (of the) republic havebeen remarkably regular, and-the republican leaders are highly pleased with-the success (of the) book.
- 5. The irregular ways of our salesman are repugnant to-such a regular man as-the manager.
- 6. The salesman thinks his position an irresponsible one.
- 7. I-must show him his responsibility.
- 8. I-shall tell-him how-the last representative lost his responsible position.
- 9. I-will conquer my repugnance, so-as-to secure better representation (of the) firm.

Exercise 117.



Exercise 118.

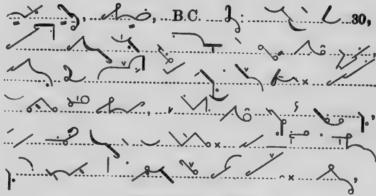
Mr. Henry Moore, Syracuse, N.Y.

Dear-Sir:

We-have-your-favor of-December 29th, in-which-you ask for sample copy of "The Literary Digest" and rates of subscription, and-in-reply we-are mailing you to-day copy (of the) last issue, along with subscription blank and circular with-the opinions of-dealers in-the-principal cities (of the) United-States as-to-the utility of-our journal. We-shall-expect to-receive-your subscription by-return of-mail, and-we-shall-be-pleased to-hear from-you with occasional items from-your vicinity. Trusting for a favorable response, we remain.

Yours-truly,

Exercise 119.



Exercise 120.

- 1. The architect's prospects will surely suffer if-he neglects his study.
- 2. What-is-the object of-proposing so destructive a measure as-this?
- 3. What means of obstruction or destruction can you suggest?
- 4. If-you decide to subscribe I-trust you-will-see the significance of your subscription.

- 5. There-was a unanimous vote in-favor (of the) publication.
- 6. It-is very difficult to see what advantage it-will-be to-the republican party.
- 7. I-am responsible for-the proposal, and-I-have-no wish to disown-the responsibility.
- 8. I respect the agent, but I-suspect his knowledge of perspective is but meagre.
- 9. I-must acknowledge I-was wrong in-my retrospective view (of the) society.
- 10. The executive may ask each of-them respectively to signify his adhesion.

Exercise 121.

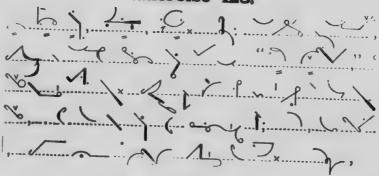
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- 3. 6 X

- 7. 10) 1 . 50 4 65 x
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Exercise 122.

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Exercise 123.



Exercise 124.

- Pay, pate, plate, plates, prate, crept, scraped, escaped, draped.
- 2. Kay, Kate, skate, skates, baked, fate, fates, freight, freights, float.
- 3. Bowl, bolt, bolts, belts, dealt, melt, relate, relates, slate, slates.
- 4. Tie, tight, plot, plots, trots, chat, chats, flight, flights, fright, frights, slight.
- Robe, robed, webbed, labeled, gabled, cabled, fabled, enabled, disabled.
- 6. Pledge, pledged, wedged, alleged, engaged, caged, raged, paged, budged, jade.
- Gray, grade, grades, glowed, evade, evades, envied, levied, loved, shaved.
- 8. Faded, folded, evaded, moulded, loaded, goaded, graded, ended, mended.
- 9. Pain, paint, bend, bends, blend, train, trained, strained, drained, chained, crowned, ground, moaned.
- Crave, craved, engraved, count, counts, fund, funds, front, fronts, lend.
- 11. Reply, replied, toppled, stapled, displayed, crumpled, floated, noted, scented, coated.
- 12. Rated, waited, slated, credit, parted, darted, rotted, allotted, lighted, invited.

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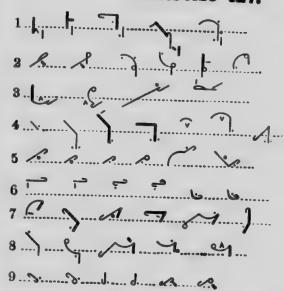
Exercise 125.



Exercise 126.

- 1. Trot, trotted, illustrate, illustrated, frustrate, frustrated, date, dated, tide, tided.
- 2. Hesitate, hesitated, necessitate, necessitated, entreat, entreated, irritate, irritated.
- 3. Post, posted, taste, tasted, coast, coasted, crust, crusted.
- 4. Bolster, bolstered, cluster, clustered, muster, mustered, plaster, plastered.
- 5. Awkward, inward, upward, outward, wayward, Edward, backward, backyard.
- 6. Part, party, flight, flighty, greed, greedy, weight, weighty, chat, chatty.
- 7. Spurned, burned, turned, adorned, mourned, adjourned, inclined, reclined, declined.
- 8. Invent, invents, husband, husbands, accident, accidents, honored, hammered.
- 9. Gift, gifts, wind, winds, hunt, hunts, bleed, bleeds. treat, treats, streets, mound.

Exercise 127.



Exercise 128.

- 1. He could-not quite account for-the gold the gentleman showed him.
- 2. According to him the gentlemen went away in a light cart.
- 3. They cannot-see what particular opportunity for good the child could-have.
- 4. May-the good God guard-the child in-this great peril!
- 5. They called on-the 5th inst. to see if-the prints equalled the sample, but not one (of the) gentlemen was in-the office.
- 6. Inaturally thought they cared little about-the business. or it-would-not-have happened so.
- 7. It-was-not his nature to be unkind.

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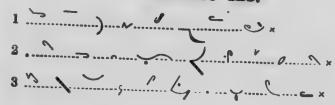
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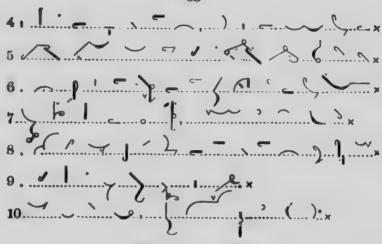
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Exercise 129.





Exercise 180.

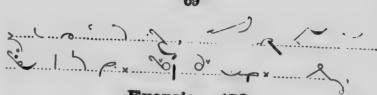
- (a) I-am-not in a position to-quote you for-the lanterns at-present, but if-you-are-not waiting for-them I-shall-be-glad to-quote you in two-(or)-three days' time. I-do-not-think it-will-be possible for-me to-write-you sooner than-the 27th inst., but-you-may depend upon my writing you then.

 Yours truly,
- (b) You-were-not in when I-called at-your address yesterday, and-I-hope-you-will-not-be offended if I-venture to ask you to-give me an opportunity of showing you some of-our new specimens of illustrated catalogs of colored photographs. The copy enclosed-herewith, if-it-has-not-been seen by-you, will, I-am-sure, please you. When may I-call upon you?

 Yours respectfully,

Exercise 131.

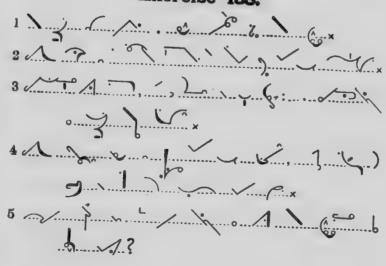
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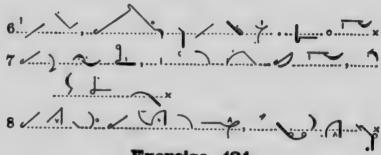


Exercise 132.

- 1. Assumed, presumed, resumed, trimmed, doomed, fumed, bloomed, loomed, timid.
- 2. Sound, sounds, sending, chastened, owned, disowned, lessened, unsound, glistened.
- 3. Rolled, scold, growled, mould, nailed, paled, doled, failed, fold, levelled.
- 4. Fared, flared, floored, scored, secured, moored, smeared, snored, bored.
- Load, ready, mellowed, arrayed, laid, allowed, bellowed, unload, corrode.
- 6. Clamber, clambered, scampered, rampart, tankard, conquered, dampened, rampant, hankered.
- 7. Report, support, skirt, fort, start, starts, part, parts, chart, charts.
- 8. Repaired, spared, scared, stored, stared, restored, poured, glared, gored.

Exercise 133.





Exercise 184.

- 1. We-expect to be-able-to finish the building towards-the end (of the) month.
- 2. We-are-told that-this will meet your needs admirably.
- 3. We-have-tried to arrange a meeting, but-we-find that without-you we-cannot manage it.
- 4. Don't you think you-might arrange to be present for a short-time?
- 5. We-thought we-sent you a trade notice.
- 6. We-were somewhat rushed at-the-time, but-we intended to-send you a copy.
- 7. Did we not write-you on-the 24th inst?
- 8. If-it-were so, he-did-not-know it until after-the meeting was over.
- 9. We-do-not-know his name, for-he had-not thought ofpresenting his trade card.

Exercise 135.



Exercise 136.

Mr. Robert Bates, Summit, Mo.

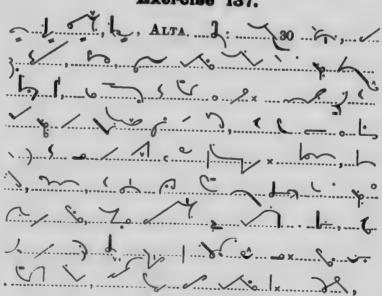
Dear-Sir :

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In-reply-to-your-favor (of the) 8th inst., we would-say that-we-have at-all-times done our best to-keep our models up to-the highest standard, and-we-think we-have, at-any-rate, succeeded in proving that our machines are quite as cheap as any on-the market. We-have, from-time-to-time, made improvements in every type of-machine we sell; but-we-have, at-the-same-time, refused to adopt any change which-was-not absolutely safe. You-can, at-all-events, always place-the utmost reliance upon our machines, since we give a written guarantee with every machine sent out-of-our factory. We-have for-some-time past been engaged upon a new model which-will-be placed upon-the market in a short-time. A copy of-our illustrated catalog has-been mailed you to-day, and-we-trust to be favored with a share of-your trade.

Yours-truly,

Exercise 137.



Exercise 128.

- 1. Voter, center, Easter, folder, slater, smatter, smoother,
- 2. Shattered, faltered, fluttered, centered, thundered, splintered, encountered, disordered.
- Render, surrender, wonder, grander, seconder, winter, wander.
- 4. Plumper, sombre, simper, bumper, jumper, timber.
- 5. Pampered, simpered, timbered, tempered, tam, ad, cankered, lingered.
- 6. Cylinder, cylinders, pounder, pounders, thunder, thunders, litter, builders.
- 7. Enter, entered, sunder, sundry, founder, foundry, bounder, boundary.
- 8. Shedder, older, bolder, bolders, shareholder, shareholders, feeder.

1. The great secret of-his wonderful success was-the amount of-time he devoted to seemingly small matters, and-the spirit with-which he labored.

Exercise 140.

3. He-was a lover of nature, and natural history appealed strongly to-him.

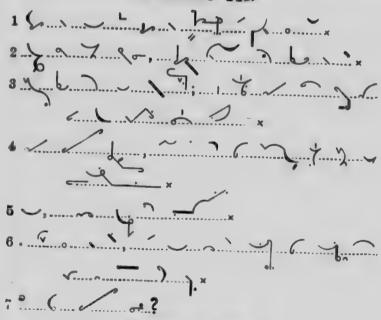
3. I-am under great obligations to-you, as I-know-that but for-your helpful hand I should-have to-wait for an entry into-the world of-art.

4. Not-only have-you helped me by-the light of your counsel, but you have let me use your name when others refused to-give me a word of advice or to-go one yard out-of their way to assist me.

5. I-went to-the Board of Education, but-they won't accept my services.

6. They say they-want a different kind of man entirely.

Exercise 141.



Exercise 142.

Arthur Porter & Sons,

Chamberlain Avenue, Milwaukee, Wis.

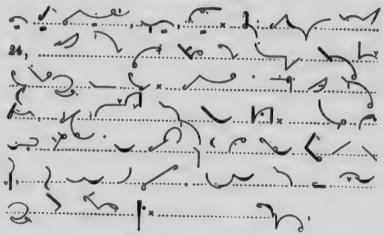
Dear-Sirs:

We-are inventors and makers of a new typewriter ribbon which-is-not-only a wonderfue improvement upon all-other makes because (of the) very-much smoother

matter which-the operator is enabled to-turn out, but-is also decidedly less in-price. We-are also makers of an entirely new pattern of-copy holder, with patent pointer and line indicator. We-have-tried both ribbon and pointer thoroughly. We-know-their value, and-we-think-that, for-their-own-sake all firms by whom typewriters are used should-have both these useful articles. May we-send you one-of-each on-trial? We-know-there-will-be no regret if-you-will allow us to-do-so.

Yours-truly,

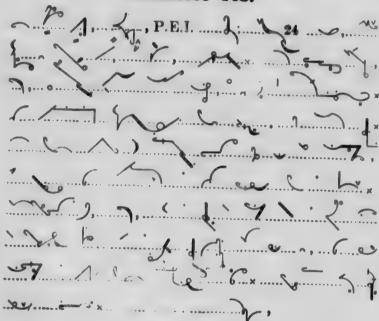
Exercise 148.



Exercise 144.

- 1. He challenged the calculator before-the whole school.
- 2. The cartoon amused both-the politician and-the children who collected round.
- 3. The churlish purser declined to-give up-the portrait to-the Turkish official.
- 4. The mixture of wool greatly improved-the texture (of the) cloth.
- 5. The furniture will-be-delivered to-the German from Colorado on-Thursday next.
- 6. Of-course, they discovered that-the fellow's courtesy was part (of the) imposture.

Exercise 145.



Exercise 146.

Calvert & Dunmore,

Jersey City, N.J.

Gentlemen :

an

nd krs be

We-take-the-liberty of enclosing circular describing all about our new golden varnish, a preparation is-the result of years of experiment by-one ners, who-has brought it to a state of simple paration for the furbishing up of all-kinds of old and-fracturniture, the polishing of coarse timber, etc., the mixture has no equal. May we-send you a sample bottle?

Respectfully-yours,

Exercise 147.

1. It-is especially important that-the financial agent should-do nothing prejudicial to-the commercial success of-his firm, which-has a substantial reputation.

2. It-is essential that-the commercial traveler should leave controversial discussions alone.

3. I-have-the circumstance in-my-mind, and-I-know-that--the commercial representative is uninfluential.

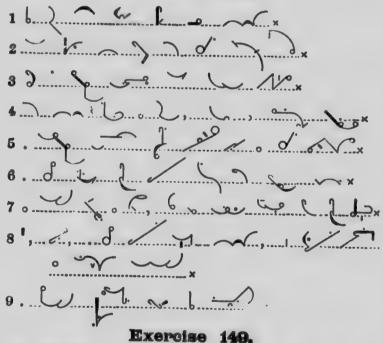
4. The principal witness was an influential man in-the neighborhood, but-his evidence was altogether circumstantial, and-the prisoner was immediately acquitted.

5. I-must ask for an immediate explanation of this

unsubstancial balance.

6. This miserable controversy can only prejudice the welfare (of the) society.

Exercise 148.



(a) Dear-Sir:

Your-letter (of the) 14th inst. has-been dury received, and-I-am-directed-to-state that-the-matter will-be inquired into with-the least possible delay.

Yours-truly.

(h) Dear-Sir:

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d.

Referring-to-your-favor (of the) 22nd inst., I-am-instructed-to-state that-the circumstances to-which-you-refer do-not come within-the province of this department, and-that-therefore there-is-no advice to-offer on-the matter.

Respectfully-yours,

(c) Gentlemen:

Referring to-our order 267, I-am-requested-to-state that unless you-can deliver-immediately at-least a portion (of the) goods named therein, the order will-be cancelled.

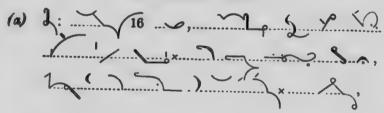
Yours-respectfully,

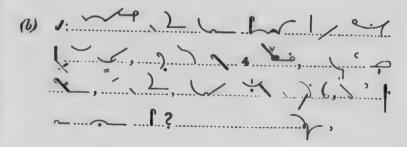
(d) Dear-Sirs:

I-have-the-pleasure to enclose-herewith order for soap and soda, which I-am-directed to ask-you to-deliver at-once to-the superintendent (of the) public baths, Plainfield.

Yours-truly,

Exercise 150.

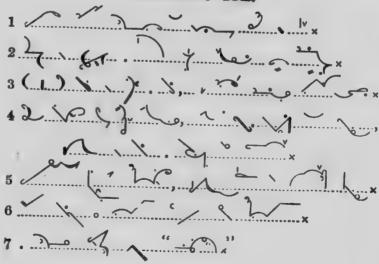


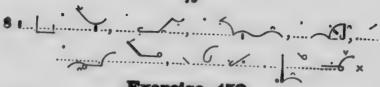


Exercise 151.

- Take-the beeswax and-the sealing-wax to-the brilliant William Wilson.
- 2. If-you appreciate my advice you-will no-longer associate with Daniels.
- 3. Withdraw from-the Brunswick Club before your money dwindles away.
- 4. His talk about-the quality (of the) limewater was evidently all twaddle.
- 5. What qualification has he to-write-the millionaire's memoirs?
- 6. If-you seriously misquote Wordsworth through guesswork I-will put-you right.
- 7. George Eastwood is-the name (of the) odious wag, and-I warn you to-leave him alone.
- 8. I-know how weak you-are, and-I would-not-have-you show your womanish fears.
- 9. The genial librarian has quite a mania for Oriental studies,
- 10. With an appropriate salutation, the Philadelphian walked to-the door (of the) studio.

Exercise 152.





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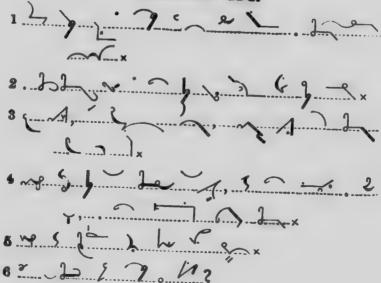
or,

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Exercise 158,

- 1. The messenger handed the passenger the dangerous manuscript, pointing out-the danger of-transcription, and advising-the stranger to-leave-the-matter alone.
- 2. The transfer (of the) evidence (of the) transaction was clearly a transgression (of the) rules (of the) club.
- 3. If-you transgress the plain rules (of the) system you-cannot properly transcribe your notes, and-the-transcription is, therefore, sure to be incorrect.
- 4. I-understand that-you have transcribed the passage, and-that-the-transcript is quite ready for transmission to the editor (of the) paper.
- 5. It-is-understood that whatever happens the meeting will-be-held in September.
- 8. Whenever-the transfer takes-place it-will-be dangerous work for-the officials.

Exercise 154,



Exercise 155.

Wilkins & Williams,

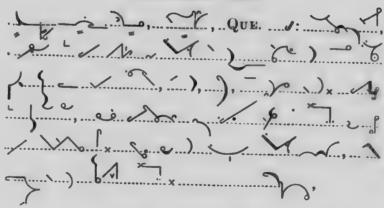
Brunswick, N.J.

Dear-Sirs:

I-am-in-receipt-of-your-esteemed-favor (of the) 26th inst., enclosing freight-bill for-the piano forwarded to-you on-the 20th inst. I-regret to-have to point-out that-the bill itself is-no evidence whatever that-the piano was damaged when received. I-cannot-enter a claim on-the strength (of the) bill alone, as I-regard it as certain that-the claim would-be declined. I-do-not-understand from your-esteemed-favor that-you have-seen-the freight agent at-your end, and-I return-the bill herewith that-you-may call-upon him and-have-the damage noted.

Yours-truly,

Exercise 156.

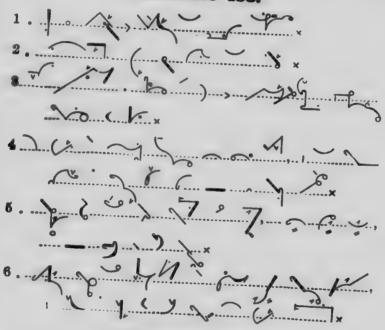


Exercise 157.

- 1. Payable, aeration, betrayer, betrayal, prosaic, piayer, gaiety, strayer.
- 2. Agreeable, theory, creosote, European, really, reinsure, re-arrange.

- 3. Withdrawer, withdrawal, coalition, widower, poem, bestowal, boa.
- 4. Lower, lowest, snowy, grower, rower, slower, slowest. follower.
- Ruinous, cruel, cruet, brewer, brewery, fluid, Louis, truant.
- 6. Alliance, appliance, diary, diagram, biographical, triumph, iota, ingenuity.

Exercise 158.



Exercise 159.

- 1. I-am-rather inclined-to-think-the poet's performance was better-than you-expected.
- 2. We-think-it is no-more-than justice to pay for-the information given by-the performer.
- 3. I-am thankful to be informed (of the) reformation in-the-character (of the) boy.

 6 K. C. Can.

4. Our thanksgiving is not for the loss of his gaiety, for gaiety is a sign of goodness rather than of wickedness.

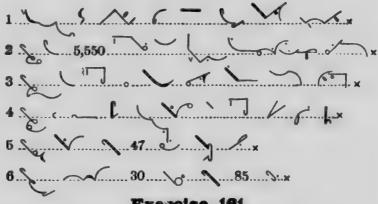
5. He who-would perform a great work as a reformer should first reform himself.

6. The reformation (of the) informer is, we-fear, almost hopeless.

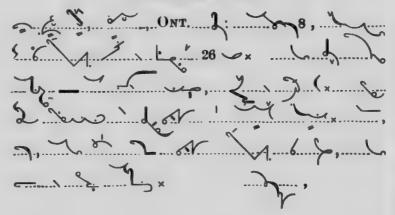
7. From-the information given me by-the writer of-thisletter, I should say the performance was better-than ever.

8. I-am-informed that-you have information of great--importance to-offer to-the principal.

Exercise 160.



Exercise 161.



Exercise 162.

1 I-understand the stranger is a man of substantial means and-great influence.

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2. The reformation (of the) commercial agent produced a wonderful improvement in-his financial status.

3. The messenger told-me that-the-transcript was wanted immediately.

4. It-is-understood that-the circumstance will-be inquired into at-the first opportunity.

5. Please-let-me-know if-you-can make immediate delivery (of the) goods named in-my-letter of-yesterday.

6. I-shall-be-glad if-you-will inform me (of the) likely date of-your arrival.

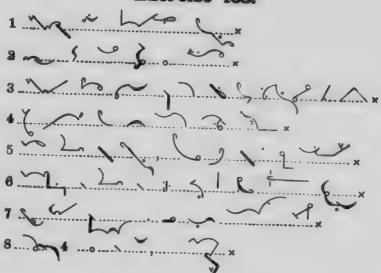
7. I-know-there-will-bedifficulty unless you-can transcribe the piece to-night.

8. They state that in-their-opinion the cloth is better-than-the last lot.

9. If-there-is-no other-way out-of-the difficulty I-shall go and see-the stranger myself.

10. I-am-not-quite-sure, but I-believe-you-will-find Mr. Bright in-the office to-day.

Exercise 163.



Exercise 164,

- 1. I-shall-be compelled to consider-the contract void, unless you consent to contribute your share to-the continuance (of the) concerts.
- 2. If-you interfere at-the interview, or intermeddle in-the-matter, I-shall regard you as an interloper, and-treat you accordingly.
- 3. I-do-not entertain the least doubt that-the enterprise will-be successful.
- 4. It-is difficult to magnify-the effect (of the) senator's magnificent speech in congress.
- 5. He-is a self-made man, and-his present position is due to-his self-reliance, self-denial, and an uncommon amount of self-confidence.
- 6. He owes his inspiration chiefly to an inherent love offreedom, a hatred of inhumanity, and a recognition (of the) rights of his fellows.
- 7. Our legal adviser informs us that-the action is-notonly illogical and immature, but that-it-is also illegal, beyond all-question.
- 8. It-is surely unnecessary to-tell-you how necessary it-is that-you-should avoid immoderation.
- 9. We-cannot reconcile his present attitude with his recent apparently irreconcilable position.
- 10. The figure is-the irreducible minimum, and-we-trust they-will-not-be so irrational as to-refuse it.

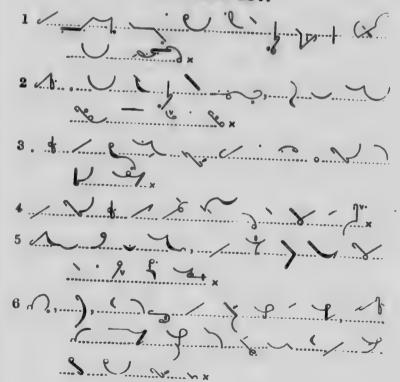
Exercise 165.



Exercise 188.

- 1. There is sufficient evidence now that there will be a descioncy, owing to his want of prossioncy in accounts.
- 2. It-is-not that-his powers of observation are weak; but-that he-has had inefficient or insufficient tuition.
- 3. I-am-sure he-will-not-be so inconsistent or inconsiderate as to-refuse advice from a thoroughly efficient teacher like myself.
- 4. The inconsistency and selfishness of your plan to-promote efficiency are quite obvious.
- 5. You have been insufficiently trained to the recognition (of the) fact that in the preservation of discipline all selfish notions must disappear.
- 6. I-think-there-will-be a sufficiency of funds to-meet-the requirements (of the) case.

Exercise 167.



Exercise 168,

The General Manager,

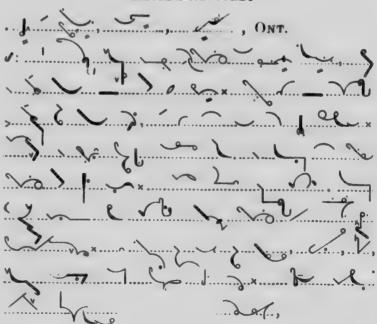
Standard Electrical Construction Company, Seattle, Wash.

Dear-Sir:

We-are-in-receipt-of-your-letter (of the) 14th inst., which-will-have our early-consideration. As regards-the price (of the) generator, we-are-glad-to-note that-you-will-give further-consideration to-our offer, and-we-trust that after-you have taken-into-consideration the likelihood that further business will follow in-consequence (of the) reduction, you-will-be-able-to-agree to-our terms. In-any-case, we-shall-be-glad-to-know your decision as-soon-as-convenient. We-do-not mind a little delay in-the execution (of the) order. On-the-contrary, unless you hear from us to the-contrary, you-may take-it that-the end of June will-be quite early enough for our purpose. Trusting to-receive a reply at-your-earliest convenience,

Yours-respectfully,

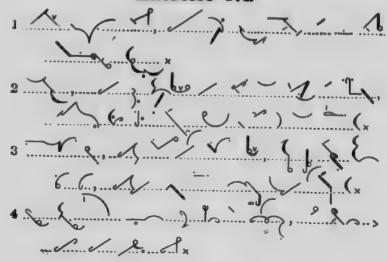
Exercise 169,



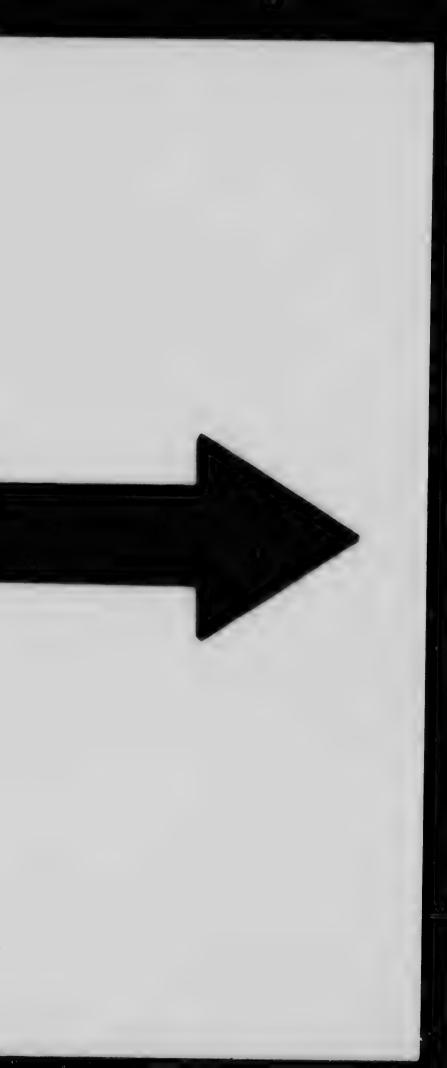
Exercise 170.

- 1. We-are-now supplying engravings and etchings of entrancing and surpassing beauty, at a surprisingly low price.
- 2. The fatality was undoubtedly due to-the frivolity and carelessness (of the) driver.
- 3. We-shall diligently seek the fellow who-so flippantly caused this mischief.
- 4. We-are by-no-means sentimental, but-we-think-it-should-be a fundamental condition in granting a
 license that-the-driver (of the) machine should-have-more-than an experimental knowledge (of the)
 automobile.
- 5. We-have-your consignment of regimental cloths and-facings to hand, and-we-hope soon to-make-the announcement that-they have brought good-prices.
- 6. In a spirit of-resentment the professor resigned, and accepted another lectureship in a new school.
- 7. The carefulness and playfulness (of the) assistant, his tact and gracefulness, contrasted strongly with the carelessness and general helplessness of the old hand.

Exercise 171.

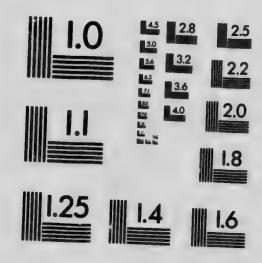






MICROCOPY RESOLUTION TEST CHART

(ANSI and ISO TEST CHART No. 2)





APPLIED IMAGE Inc

1653 East Main Street Rochester, New York 14609 USA (716) 482 - 0300 - Phone

(716) 482 - 0300 - Phone

(716) 288 - 5989 - Fax

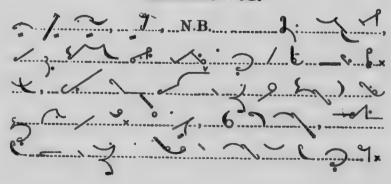
Exercise 172.

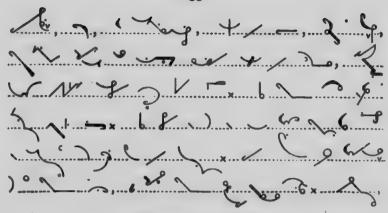
Charles Hyde, Portland, Ore.

Dear-Sir:

We-are-sorry to-hear-the coat has-not given entire satisfaction. It-is very probable that-there-is-only a slight imperfection and-that a little alteration will make it satisfactory in-every-way. It-is-not our practice to. -turn out a garment in an unsatisfactory condition. and-as-far-as practicable we see that-this-is never-done. Nevertheless, it does occasionally happen that-we-have to enlarge-the opening of a sleeve or something of-that kind, after finishing a garment, and-we-think-it-is very improbable that your coat will require anything-more-than this. You-will-see that-it-is practically impossible that-we should-have enlarged our business connections and secured the friendship and patronage of so-many customers if-we-had-not-been practical tailors, giving complete satisfaction in-the-great majority of instances. Kindly call with-the coat at-your convenience, and-in-all--probability we-can remedy the imperfection while you wait. Yours-respectfully.

Exercise 178.

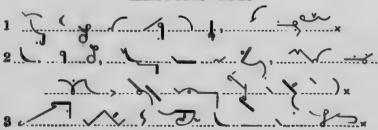




Exercise 174.

- 1. I-am confident that-you-will recognize that, at-all-events, I-have acted to-the best-of-my-ability.
- 2. We-are-pleased that-the-matter has reached such a perfectly satisfactory-conclusion.
- 3. I-have-concluded that, under-the-circumstances, it-will-be best to-leave-the-matter alone.
- 4. All-the-circumstances considered, I-think-we-have brought-the affair to a very satisfactory-conclusion.
- 5. I-rely upon you to endeavor to-the best-of-your-ability to-prevent such an unsatisfactory-conclusion.
- 6. We-have striven to-the best-of-our-ability to-bring-about an understanding between-the parties.
- 7. If-they-will use their opportunities to-the best-of-their-ability there-will-be no chance of failure.

Exercise 175.

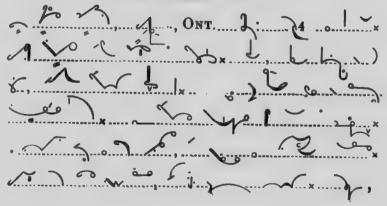




Exercise 178.

- 1. His presumption stamped him as quite contemptible, and he justly merited the prompt punishment he-received.
- 2. I-am anxious about-the redemption (of the) documents, and I-am acting on-the assumption that-you-will-see to-the-matter with-the least possible delay.
- 3. It is manifestly impossible that-you-should sanction so perfunctory a proceeding.
- 4. I-have-the-most distinct recollection (of the) function, as our regiment was encamped in-the neighborhood at-the-time.
- 5. The postman brought me-the text-book you-recommended ac trustworthy to-day, and-I-hope to show you that I-am-no mere listless student.
- 6. Yes, the fellow in-the colored waistcoat is very tasteful in-his dress, but he works very listlessly, and he completely spoiled the adjustment account.

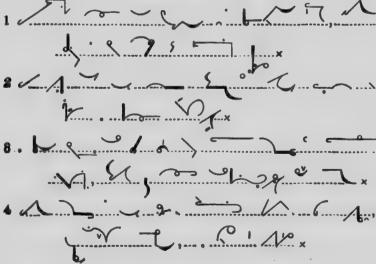
Exercise 177.



Exercise 178.

- 1. We-are-sorry that your domestic arrangements are of-such a character as to-prevent you accepting the position.
- 2. You-are mistaken in supposing-the magazine to be-the organ (of the) labor organization to-which-you-refer.
- 3. It-is characteristic (of the) man that-he-should makethe mistake of-giving a generalization instead-of a detiled description (of the) method of-government.
- 4. He-i quite extinguished our hopes that-he-would distinguish himself as a member (of the) Government, and-we-think he-wil'-have to-relinquish his p sition.
- 5. Ambition was-the magnet which drew him; but he-has broken his covenant with us and-is apparently unable to-govern himself.
- 6. The new method is to-send a powerful magnetic current through-the diseased portion, and-it-is claimed that magnetism succeeds when other remedies fail.

Exercise 179.



Exercise 180.

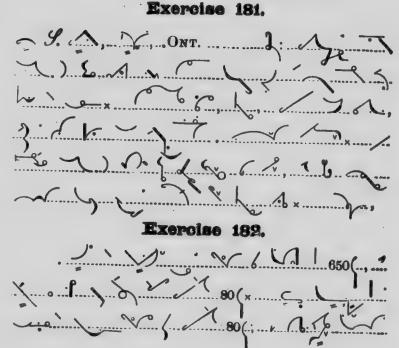
The Lincoln Hardware Stores. Lincoln, Nebr.

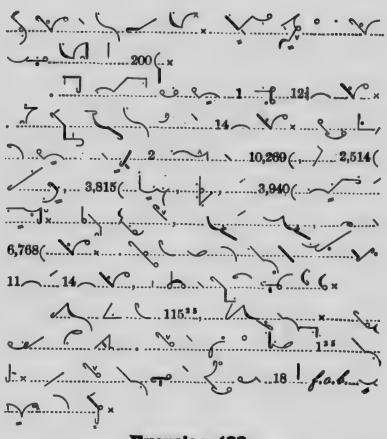
Gentlemen:

We-have-just-received-the circular we wrote-you for last-week, and-it-is just-possible that-we-shall give you a trial order this-week or next-week. It-must-be distinctly understood, however, that-the-terms are those quoted by-your agent when-he called here last-month. We-note what you say about-the iron curbs and stoves.

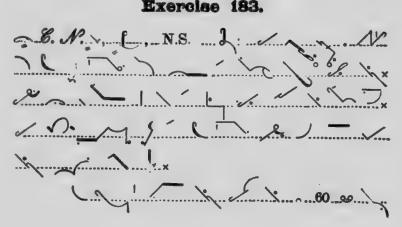
Yours-truly.

Exercise 181.





Exercise 183.



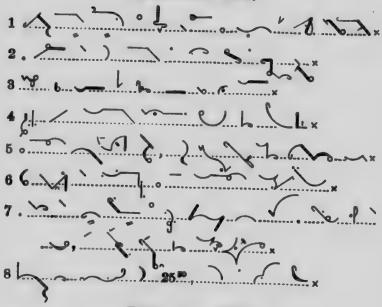
1~ 8x (L'_ () 1 () C, () (T.) (T.) , Exercise 184. ~ 9. x. , b, B.C. 1. 270/1900 290 314 5 9, 25 x ": 1" - p 1 - p 1 - p 1 ?;, \ \ 2 e · · · \ , e \ , 129 May 0, 77 10/12/19 1 x [20], 40 1x J. L. b.x

Exercise 185.

- 1. In-reply-to-your inquiry we-are-prepared to inscribe the brass-plate, as per-the example supplied by-you. for-the-sum of \$25, the letters inscribed to be \$1.0 of an inch deep.
- 2. Very-muc) to-our indignation the antagonism between these capable men continues.
- 3. Such an attitude is altogether unexampled in-cur experience.

- 4. We should-have-thought Captain Smith incapable of-such feelings.
- 5. Captain Williams in quite indignant that the appointment should-have-been given to-his antagonist, and he-makes no secret of his disappointment.
- 6. The success (of the) entertainment makes-the attainment of-our object quite certain, and-we-are-glad-to-know that-the-character (of the) music gave contentment to-the majority (of the) audience.
- 7. The resignation will-take effect from July 14th.
- 8. The whole cost (of the) articles in question was but \$8.35.

Exercise 186.



Exercise 187.

Mr. Henry Jackson Chicago, Ill.

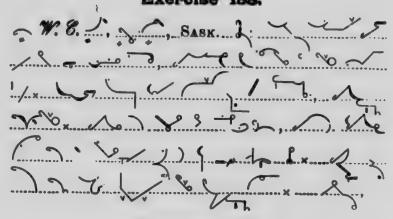
Dear-Sir:

We-have-your-letter with-reference-to-the statement in-our March issue, and-we-are-sorry that-you-should

take 'ion to-our remarks in-regard-to-the system of-ma ir-the institution named. Having-regard-v' e information in-our possession with-respect-to-this business we-find we-cannot alter our statement (of the) case. With-regard-to your course that-i --have acted with malice, we-can-only say that you-are entirely mistaken. We-have consulted several member (of the) committee with-relation-to the matters about which-we complain and-in-relation-to which-you-write, but-we-have-been unable to obtain satisfaction. We-are-sure, therefore, that further-consideration will convince you that-we-are quite right in-the attitude we-have-taken.

Yours-truly,

Exercise 188.

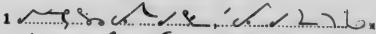


Exercise 189.

- 1. Fou-are hereby called-upon to-explain-the methods whereby you hope to-succeed.
- 2. You-are furthermore asked why you withdrew from-the aforesaid position, and, moreover, why you withheld the details of-your withdrawal.
- 3. Heretofore, you-gave us information as-to-y. ur whereabouts; whereas now you-write us far too seldom.
- 4. Henceforward, you-will-be-careful to observe the instructions hereinbefore mentioned.

- 5. You-wil., likewise, call here and report personally at Easter or thereabouts.
- 6. In-as-much-as you have neglected our business, you-are hereby dismissed from-the company's service.

Exercise 190.

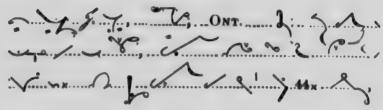


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Exercise 191.

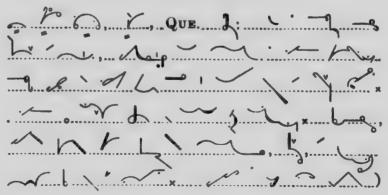
Exercise 192.

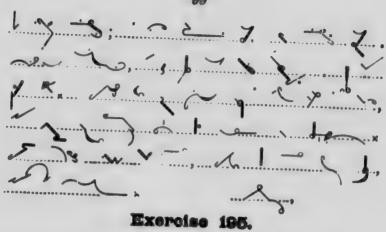


Exercise 198.

- 1. We-have-had to discharge-the agent, not for-his want of intelligence, but because of-his extraordinary extravagance.
- 2. He-was quite reckless in-the-matter of-expenditure, and he-has proved an expensive man for-the siness.
- 3. Of-course, he shows his displeasure; but I-think he-should-have-been discharged long-since.
- 4. It-is surprising that an intelligent man, such-as he-is had-not a more intelligible appreciation of what-was-required in a manufacturer's agent.
- 5. I-am-told that-he-is likely to be engaged in-the-manufacture of an entirely dissimilar article to-that in-which-we deal.
- 6. I-trust he-will exercise more prudence in-his new venture.
- 7. I-do-not-think he-has advertised sufficiently, and-his advertisements are badly arranged and worded.

Exercise 194.

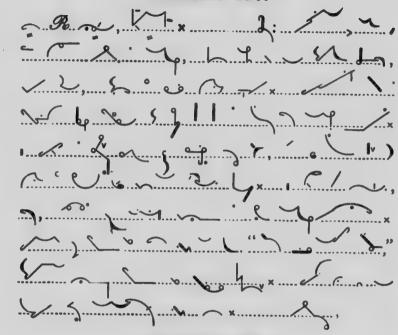




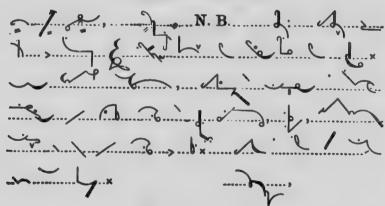
Exercise 196.

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Exercise 197.



Exercise 198.

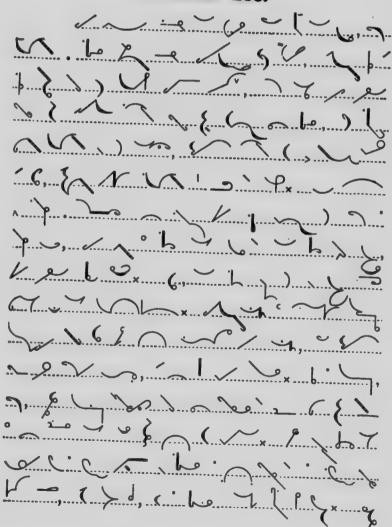


Exercise 199.

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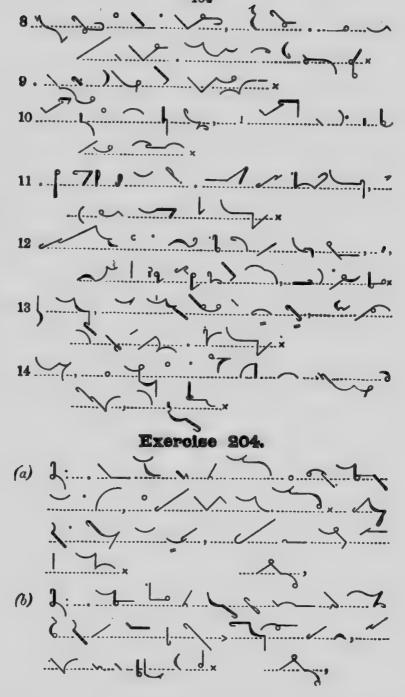


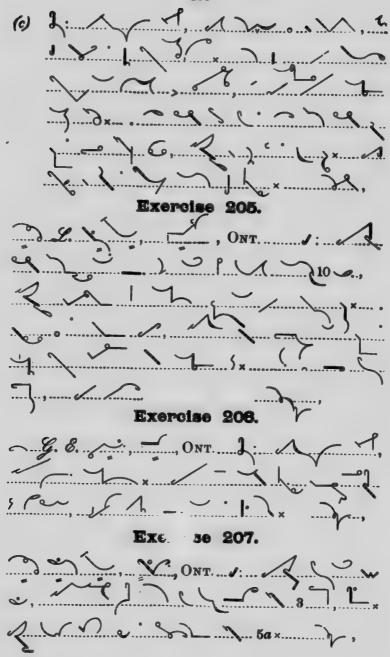
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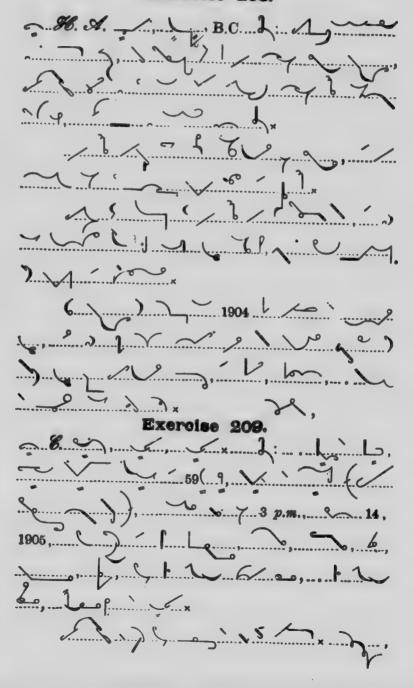
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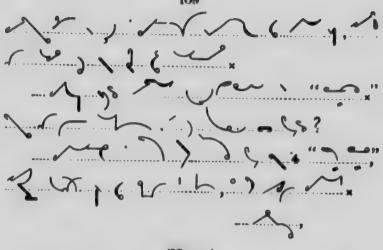
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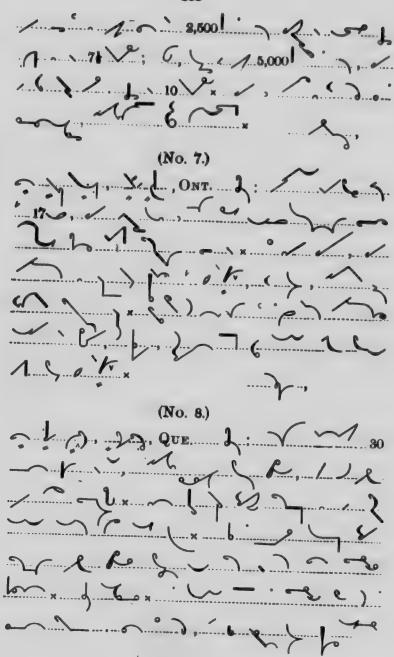
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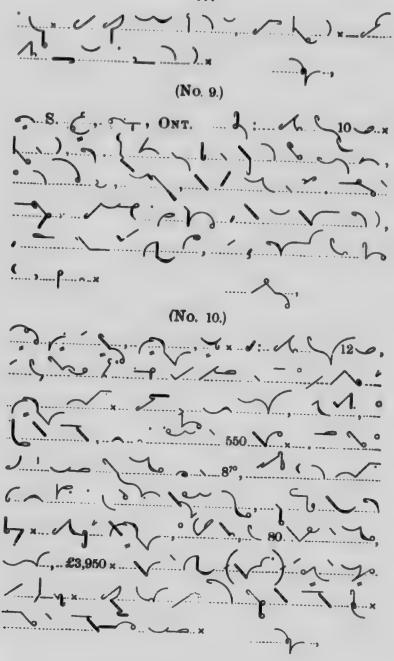
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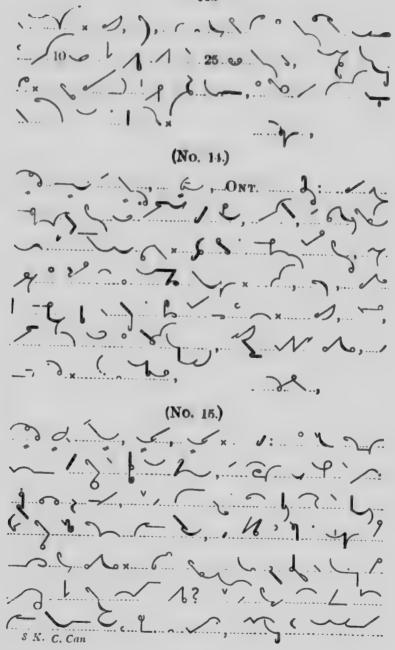
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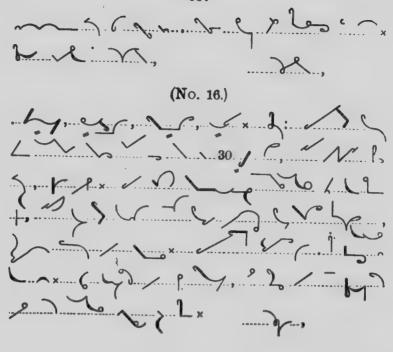




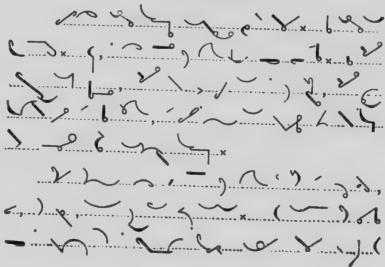
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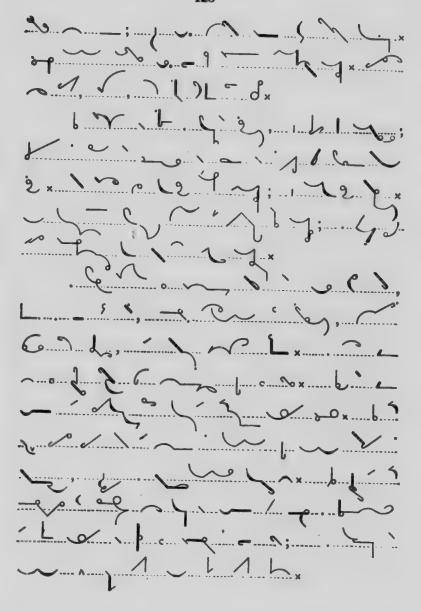
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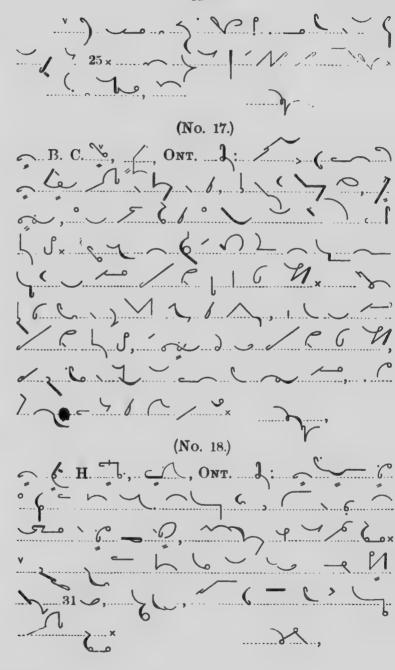
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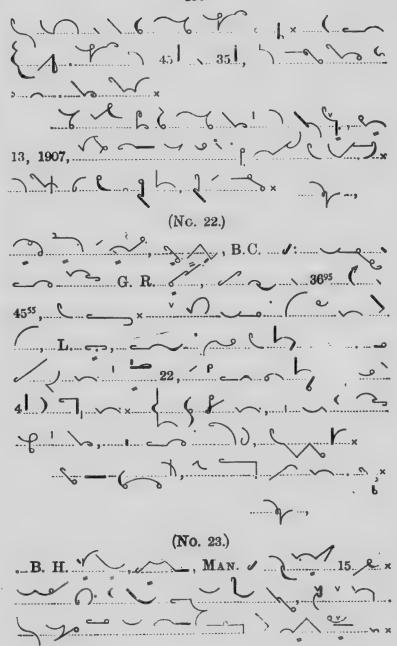
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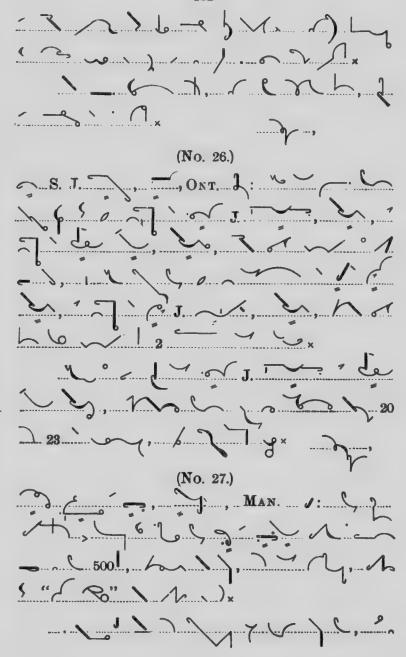
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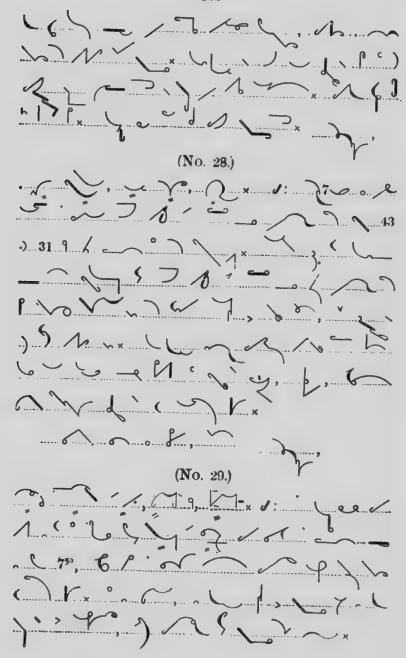


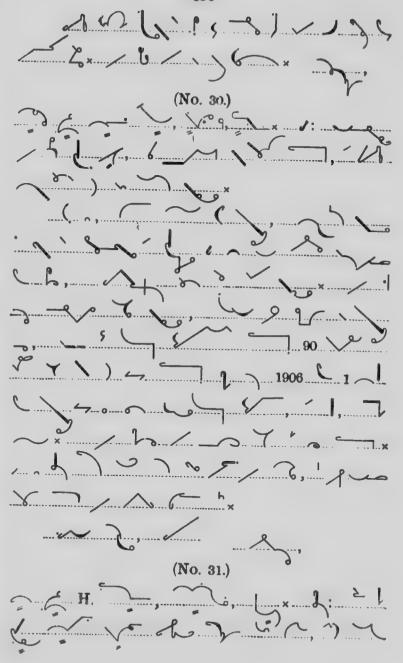
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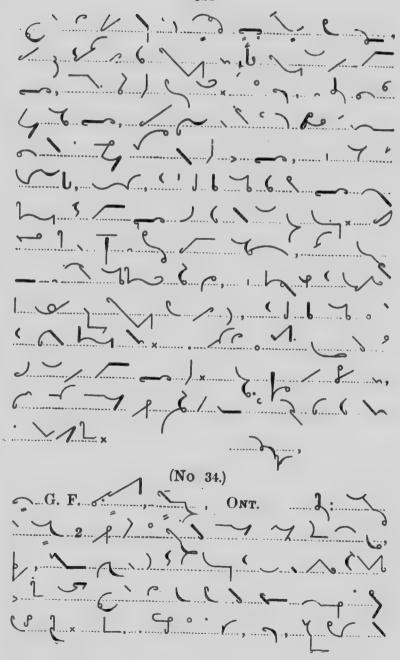
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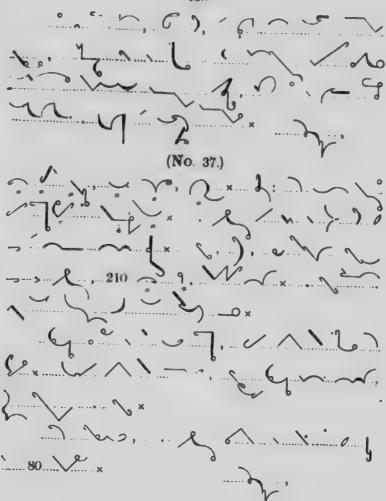




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